



Privacy Notice - Learners and Parents/Carers

How R.E.A.L Education uses learner and parent/carer data

This privacy notice explains how R.E.A.L Education and R.E.A.L Independent Schools collect and use your data and outlines how the data will be stored and processed under the General Data Protection Regulations. Learners can be categorised into the following groups:

- On roll learners - those young people who are registered as a learner at one of our R.E.A.L. Independent Schools
- Off roll learners - those young people with R.E.A.L Education who are registered at another school or Local Authority (receiving education other than at school)

Why do we collect your data?

- To meet our statutory and legal obligations (the things we have to do)
- To safeguard and protect you
- To provide a bespoke learning package devised around your needs
- Manage behavior and attendance
- Monitor progress to ensure you achieve your potential
- To keep you and your family informed

What sort of data might we collect?

- Personal information about you and your parent(s)/carer(s), such as name, address, contact numbers, family details etc
- Medical information (this might be linked to the tablets you take, your EHCP or allergies)
- Referral information (the reasons why people want us to teach you)
- Safeguarding information (so we can keep you safe)
- Attendance information (to support you in coming to school)
- Qualification data (so we know what you have achieved)
- Assessment data (to make sure you are on track)
- Behaviour information (to support you in learning safely)
- Destination information (when you are coming to the end of your time with us it's important we know where you will be going next so we can support you in the next part of your journey)

The lawful basis on which we process this information



This means the laws that are in place that allow us to collect and use your information. Without these laws we wouldn't be able to work with you as we wouldn't be able to process information about you:

The lawful basis for trusts and schools to collect information comes from a variety of sources, such as the Education Act 1996, Regulation 5 of The Education (Information About Individual Pupils) (England) Regulations 2013, Article 6 and Article 9 of the UK GDPR

We also have obligations to collect data about children who are at risk of suffering harm, and to share that with other agencies who have a responsibility to safeguard children, such as the police and social care.

We also share information about learners who may need or have an Education Health and Care Plan. Medical teams, doctors and nurses, have access to some information about you and we may have to share with them or they may have to share with us.

Collecting this information

Information is usually given to us via a third party e.g. your school or local authority and we also ask for information from your parent(s)/carer(s) and you.

Storing this information

The length of time we will store your information is determined by different factors and so we have a "retention policy" that determines what information we need to store and for what length of time.

Who we share this information with

When processing or sharing your information we will always endeavor to share the minimum amount of information required to fulfill our obligations. We may be required to share information with:

- Commissioners (Schools, academies etc)
- Local authorities
- Support services (youth support, Change Grow Live etc)
- Health Services (NHS, Schools nurses or your doctor)
- Parents Carers
- Social Care Organisations
- The Police and Court services
- Professional bodies
- Department for Education
- Suppliers of software and apps that allow us to educate you in innovative ways
- Auditors



Requesting access to your personal data

Under data protection legislation, you have the right to request access to information about you that we hold, this is called a Subject Access Request (SAR). To make a SAR request for your personal information you can write to DPO at R.E.A.L Education, Kings Mill Way, Mansfield, NG18 5ER or email gdpr@real-education.org. You will be sent a form to complete to verify your identity and detail the information you wish to see.

You also have the right to:

- object to processing of personal data that is likely to cause, or is causing, damage or distress
- prevent processing for the purpose of direct marketing
- object to decisions being taken by automated means
- in certain circumstances, have inaccurate personal data rectified, blocked, erased or destroyed

If you have a concern about the way we are collecting or using your personal data, we ask that you raise your concern with us in the first instance, by contacting our DPO at gdpr@real-education.org

Alternatively, you can contact the Information Commissioner's Office at <https://ico.org.uk/concerns/>

Further information

If you would like to discuss anything in this privacy notice, please contact:

gdpr@real-education.org