



St David's School

PRIVACY NOTICE SUMMARY FOR PARENTS

This summary notice contains the key information about how and why we collect your personal information and what we do with that information. The full version of the Privacy Notice is on the school website.

Personal information is information that identifies you and relates to you. For example, information about how to contact you and financial details.

Our primary reason for using your personal information is to fulfil our legal obligations and duties under the contract to provide your children with an education. We set out below examples of the different ways in which we use your personal information and where that personal information comes from.

- Admissions forms give us lots of personal information. We get information from you about you and your child(ren). This is to ensure prospective students are suitable and eligible to join the school and for us to process your application, admission to the school and then on-going management of the contract. This may include nationality and other sensitive information.
- We collect your financial information to allow us to collect the school fees.
- CCTV is in use at the school site to ensure the safety of students, staff and visitors. These systems may capture and store images of you.
- We may share information about you with companies who help us arrange trips and transport to make sure you are kept informed when your child(ren) is/are travelling with us.
- We will send you information to keep you up to date with what is happening at the school. For example, by sending you information about events and activities taking place (including fundraising events) and the school newsletter.

If you have any questions about how we use your personal information, please contact our Data Protection Officer (contact details in the Privacy Notice on the school website).