

Wallace Hall 2-18 Parent Council

PRIVACY POLICY

April 2024

| | |
|---|--|
| <p>Privacy policy</p> | <p>Wallace Hall 2-18 Parent Council is committed to protecting your personal data (information which identifies an individual, such as full names and email addresses), whether you are a member of Wallace Hall 2-18 Parent Council or the wider Parent Forum. Please read this carefully to understand how we collect and use personal data.</p> <p>This processing of your personal data is carried out by, or on behalf of, Wallace Hall 2-18 Parent Council, and kept securely.</p> <p>We will never share your personal data with any third parties.</p> |
| <p>Your rights</p> | <p>The General Data Protection Regulation (GDPR) gives certain legal rights to individuals in the EU over their own personal data. This includes UK residents, and is not affected by Brexit. These rights are:</p> <ul style="list-style-type: none"> ● Data access rights ● Right to restrict processing ● Right of Rectification ● Right to Erasure (Right to be Forgotten) ● Right to object to processing ● Right to withdraw consent; and ● Data portability rights <p>These give you the right to know if we hold information on you, to obtain the information we hold on you, and to correct, update, amend or tell us to delete it.</p> <p>These rights are not absolute, and may be subject to some exceptions or limitations.</p> <p>We will respond to your request to exercise these rights within 21 days of receiving a request.</p> <p>Please see ‘How to contact us’.</p> |
| <p>Processing your personal data</p> | <p>We collect / process your personal data under the legal basis of consent. This means we only hold your information by your agreement</p> <p>This means we hold it to inform you of Wallace Hall 2-18 Parent Council news and events for as long as you have a child at Wallace Hall ELC, Wallace Hall Primary School or Wallace Hall Academy.</p> |

| | |
|---------------------------------|--|
| | <p>We collect / process your personal data when it is reasonably necessary to carry out a legitimate interest we have identified. Whenever we are relying on legitimate interests, we will consider any potential impact on you, and your rights under GDPR.</p> <p>This means we hold it to inform you of Wallace Hall 2-18 Parent Council news and events for as long as you have a child at Wallace Hall ELC, Wallace Hall Primary School or Wallace Hall Academy.</p> |
| <p>What we collect</p> | <p>Members of Wallace Hall 2-18 Parent Council We collect the following information from members when they join: names, postal addresses, email addresses, phone numbers.</p> <p>This is so we can keep in contact with you for as long as you are member of Wallace Hall 2-18 Parent Council.</p> <p>Members of Wallace Hall 2-18 Parent Forum We collect the following information because you gave us permission to keep you up-to-date Wallace Hall Parent Council news and events: names, addresses, email addresses, phone numbers.</p> <p>If you want to update your information, or ask us to no longer contact you, please see ‘How to contact us.’</p> <p>We will hold this information for the duration you have a child at Wallace Hall ELC, Wallace Hall Primary School or Wallace Hall Academy.</p> <p>We may also collect personal data when you directly interact with us, such as when you email us or engage with our social media.</p> <p>Attendees of Wallace Hall 2-18 Parent Council events We collect the following information from attendees of our events to maintain the register/and for emergency contacts: names, emergency contact details, permission of parent / carer if attendee is under 13 years.</p> |
| <p>How to contact us</p> | <p>You can contact us by writing to: Wallace Hall 2-18 Parent Council Wallace Hall Academy, Thornhill DG3 5DG or by emailing wallacehallparentcouncil@gmail.com</p> |

Approved by Parent Council on 22nd April 2024

Review date: April 2026

This Policy has been adapted from a template provided by Connect (Scottish Parent Teacher Council).