



Inspiring Learners to Achieve Big Dreams

PRIVACY NOTICE
for
The Crescent Primary School

Privacy Notice – Data Protection Act 1998

We The Crescent Primary School are a data controller for the purposes of the Data Protection Act. We collect personal information from you and we may receive information about you or your child from their previous school and the Learning Records Service. We hold personal data to:

- **Support your child's learning**
- **Monitor and report on their progress**
- **Provide appropriate pastoral care**
- **Assess how well we are doing**

Information that we will hold includes your contact details as well as your child's ethnic group, national curriculum assessment results, attendance information, any special educational needs your child may have and any relevant information.

We will not give information about you or your child to anyone without your consent unless the law and our policies allow us to.

We are required by law to pass some information about you and your child to our Local Authority (LA) and the Department of Education (DfE).

If you want to receive a copy of the information about you and your child that we hold or share, please contact the school office at The Crescent Primary School

Reviewed December 2016

Next review December 2017

If you need more information about how the LA and DfE store and use your information, then please go to the following websites:

<http://www.croydon.gov.uk/democracy/data-protection-freedom-information/>

<https://www.gov.uk/data-protection-how-we-collect-and-share-research-data>

If you cannot access these websites, please contact the LA or DfE as follows:

School census and statutory returns officer
Performance and Improvement team
12th Floor, Zone A
Bernard Wetherill House
8 Mint Walk, Croydon,
CR0 1EA

Tel: 020 8726 6000 Ext 64072

Email: helen.brandon@croydon.gov.uk

Email: john.dyson@croydon.gov.uk



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Public Communications Unit
 Department for Education
 Sanctuary Buildings
 Great Smith Street
 London
 SW1P 3BT

Website: <https://www.gov.uk/government/organisations/department-for-education>

Email: <http://www.education.gov.uk/help/contactus>

Telephone: 0370 000 2288

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