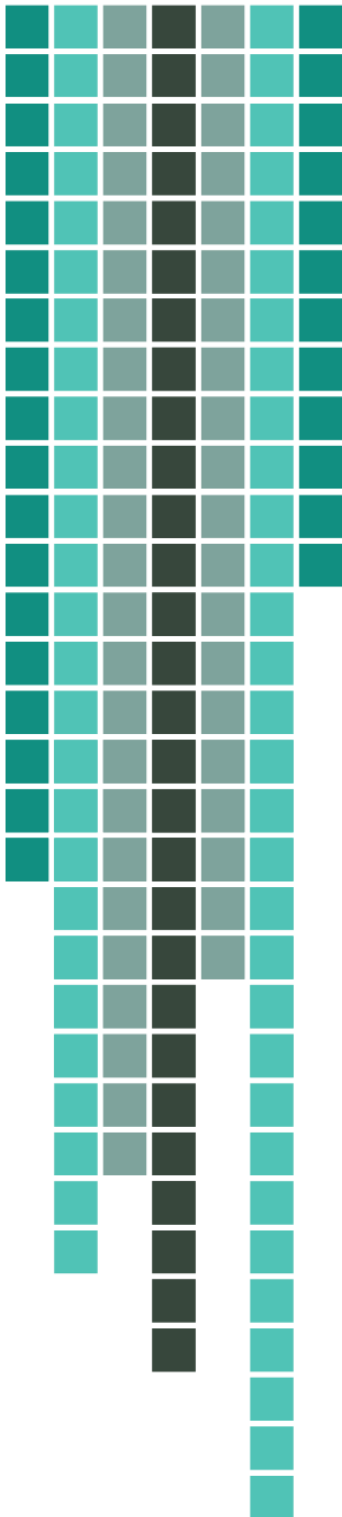




Eggar's School



School Governor Privacy Notice 2022

Eggar's School collects personal data about our governors. The personal data is required for the school to fulfil their official functions and meet legal requirements. The personal data collected is:

- Contact details (name, address, telephone no., email address & emergency contact)
- Date of birth
- Governor details (e.g., start and end dates, type of governor, appointed by, term, committees, responsibilities (e.g., vice chair) and Governor ID)
- Business and other interests (e.g., business and pecuniary interests, relationships with members of school staff, governor roles at any other schools)
- Attendance record (e.g., at governing body and committee meetings)
- Criminal records certificate
- Bank details for payment of reasonable expenses (e.g., travel costs, child care costs)

We collect and use governor information, for the following purposes:

- to meet the statutory duties placed upon us.
- the administration of the governing body

The legal basis for our use of your personal data is:

- It is necessary to comply with a legal obligation.
- It is necessary for the performance of a public task carried out in the public interest.
- Provide information to the National Governance Association.

We may share your information with the following organisations:

- DfE. We have a legal duty to provide the DfE with information about our governors.
- National Governance Association. We share information on our governor's names and positions with the NGA. We do this so that governors can receive the NGA's weekly e-newsletter and access NGA's website and guidance centre.
- Companies House. Trustees must be registered as directors of the academy trust with Companies House.

The use of CCTV

- Our CCTV system comprises a number of cameras located on the school premises.
- The school uses CCTV for the following purposes:
 - to safeguard the welfare of pupils, staff and visitors;
 - to protect the school, pupils, parents, staff and visitors from criminal activity such as theft and vandalism;
 - to increase personal safety;
 - to support the protection of property;
 - to aid in the investigation of accidents and incidents and the monitoring of health and safety; and
 - to support law enforcement agencies in the reduction, prevention and detection of crime and to assist in the identification, apprehension and potentially prosecution of offenders.
- CCTV footage may contain the personal information of those individuals captured by the recording.

Eggar's School will keep your personal information stored securely.

You have some legal rights in respect of the personal information we collect from you. Please see the School's General Privacy Notice on the School's website.

You can contact the School's Data Protection Officer at enquires@eggars.hants.sch.uk

If you have a concern about the way we collect or use your personal data, you should raise your concern with us in the first instance or directly to the Information Commissioner's Office at <https://ico.org.uk/concerns/>