

# Privacy Notice – School Photographs and Audio/Visual Recordings

Please be advised that not all of this data is shared with everyone listed. We only share data required for that particular function and only the minimum required.

What is the service being provided?	School Photographs and Audio/Visual Recordings			
What personal data do we need from you?	Photographs of your child for the school database (SIMS), newsletters and our website. <b>Your email address is required for the use of Tapestry whilst your child is in Early Years</b>			
Who will be using your Personal Data?	Who is the <a href="#">Data Controller</a> ?	Langham Primary School		
	Who is the Data Controller's <a href="#">Data Protection Officer</a> ?	John Jones – Chair of Governors		
	Are there any <a href="#">Data Processors</a> ?	Yes	<input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Who are they?	Website provider, Thync Creative, Capita SIMS, School Photographer, Other schools – transferred with pupil record to new school		
What will it be used for and what gives us the right to ask for it and use it?	<a href="#">The Purpose(s)</a> :	To enhance education provision, inclusion and recreation, to celebrate and publicise pupil success.		
	<a href="#">The Legal Condition(s)</a> :	Consent		
	You may withdraw your consent at any time by contacting the school.			
Who else might we share your data with?	Central & Local Government – images used as evidence of pupil assessment and progress may be viewed by external moderators/inspectors.			
Will your data be stored in or accessible from <a href="#">countries with no UK-equivalent</a> Privacy Law protections?	NO			
How long will your data be kept?	When will it stop being used?	Photos – When the child leaves the school Videos – as above		
	How long after this will it be deleted?	Photos may be held indefinitely for historical interest only		

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Our use of the data will be subject to your legal rights (marked if applicable):	<a href="#">Inform</a>	<input checked="" type="checkbox"/>	<a href="#">Access</a>	<input checked="" type="checkbox"/>	<a href="#">Rectify</a>	<input checked="" type="checkbox"/>	<a href="#">Erase</a>	<input checked="" type="checkbox"/>
	<a href="#">Restrict</a>	<input checked="" type="checkbox"/>	<a href="#">Portable</a>	<input type="checkbox"/>	<a href="#">Object</a>	<input type="checkbox"/>	<a href="#">Automate</a>	<input type="checkbox"/>

As you are giving us your data directly to us:	This is the reason why we are allowed to ask for it and use it:	To enable delivery of these services.
	This is what could happen if you refused to let us use your data for this purpose:	Your child will not be able to participate in these events

**Visit the following links for more information about Privacy Law, our obligations and your Rights:**

[The ICO Guide to the General Data Protection Regulations 2016](#)  
[The General Data Protection Regulations 2016](#)

**If you have concerns over the way we are asking for or using your personal data, please raise the matter with our Data Protection Officer by the following means:**

Postal Address	Chair of Governors c/o Langham Primary School
Email	Governors,Chair@Langham.essex.sch.uk
Phone Number	01206 272266

**If you still have concerns following our response you have the right to raise the matter with the Information Commissioner's Office:**

Postal Address	Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF
Online Form	<a href="https://ico.org.uk/concerns/handling/">https://ico.org.uk/concerns/handling/</a>
Phone Number	0303 123 1113

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