

## Privacy Notice

What is the service being provided?	School Trips, Schools clubs, Pupil Support Services, Sporting Activities							
What personal data do we need from you?	<b>Name/Class/Parent/Carer Name/Emergency Contact numbers / medical information</b>							
Who will be using your Personal Data?	Who is the <a href="#">Data Controller</a> ?	Langenhoe School						
	Who is the Data Controller's <a href="#">Data Protection Officer</a> ?	<b>Laurie Almond</b>						
	Are there any <a href="#">Data Processors</a> ?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>			
	Who are they?	<b>External residential visit / Off site sports events / Other off site school events</b>						
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						
	The <a href="#">Legal Condition(s)</a> :	Consent						
	<b>You may withdraw your consent at any time by contacting us</b>							
Who else might we share your data with?	<b>External residential visit / Off site sports events / Other off site school events</b>							
Will your data be stored in or accessible from <a href="#">countries with no UK-equivalent</a> Privacy Law protections?	N/A							
How long will your data be kept?	When will it stop being used?	<b>Itemise according to your title e.g. Trips = To be disposed of after the trip has taken place ( only in the event of a major incident would the data be kept for 25 years) Sports = Same as above</b>						
	How long after this will it be deleted?	<b>As above</b>						
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 checked="" type="checkbox"/>	<a href="#">Object</a>	<input checked="" type="checkbox"/>	<a href="#">Automate</a>	<input type="checkbox"/>
As you are giving us your	This is the reason why we are allowed to ask for it and use it:	To enable the delivery of these services						

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data directly to us:	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
<b>Visit the following links for more information about Privacy Law, our obligations and your Rights:</b>		
<a href="#">The ICO Guide to the General Data Protection Regulations 2016</a> <a href="#">The General Data Protection Regulations 2016</a>		
<b>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:</b>		
Postal Address	<b>Lauri Almond Essex County Council</b>	
Email	<b>dpo@essex.gov.uk</b>	
Phone Number	<b>0333 032 2790</b>	
<b>If you still have concerns following our response you have the right to raise the matter with the Information Commissioner's Office:</b>		
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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