



St Bede's Catholic High School

GDPR Guidance

GDPR - How will it affect our school and what will the changes mean for pupils and parents?

The GDPR is new legislation regarding the maintenance and protection of your personal data by those who have a lawful basis to process it. St Bede's Catholic High School's lawful basis is 'Public task'. This is because the processing is necessary for our official functions. For processing of additional data we will always ask your consent e.g. photography consent or trip consent. Our consent notices can be reviewed on this page. We normally ask for this information at the start of the school curriculum year.

The new regulation means that you have greater control of the data we hold. For example, you have the right:

- for your data to be rectified e.g. if you change address or telephone number and you let us know, we will update our records.
- to request what information we hold about you

In line with the new regulations, our school has audited all the data which is held about pupils, parents, staff, teaching school members and third parties. By doing this we can see exactly what data we have, who it can be shared with, who has access to it, the security in place and when and where the data can be securely destroyed.

Before working with any new system, St Bede's will complete a new Data Impact Assessment. By using this, it helps us to see whether the processing of the data is necessary, whether additional consent is required and to ensure it is held securely.

To ensure accountability and transparency, all schools must now appoint a Data Protection Officer. This must be someone who does not work with the data in the school and someone who does not create a conflict of interest.



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Our Data Protection Officer is:-

Craig Stilwell,
Company: Judicium Consulting Ltd,
Address: 72 Cannon Street,
London, EC4N 6AE,
Email: dataservices@judicium.com,
Telephone: 0203 326 9174

The protection of all our data is taken very seriously and as such, St Bede's limit the data that is available to individual staff on the basis of their role. Any breach of data protection will be fully investigated by the Data Protection Officer.

[Data Protection Policy](#)

[Parent Privacy Notice](#)

[Pupil Privacy Notice](#)

[Workforce Privacy Notice](#)