



# Eckington School

a specialist engineering college

Respect Progress Succeed

Headteacher: P Cummings, MA



28<sup>th</sup> September 2010

Dear Student,

Re: **Privacy Notice** (Data Protection Act 1998)

By law, Eckington School is required to send the following notice to our students. Please read it carefully and **share** it with your parent(s) / carer(s) so that they take notice of it and any appropriate action. The notice contains useful information about how our school uses the data we collect and hold.

Eckington School is the Data Controller for the purposes of the Data Protection Act. We collect information from you, and may receive information about you from your previous school. We store this personal data and use it to:

- support your teaching and learning,
- monitor and report on your progress,
- provide appropriate pastoral care, and
- assess how well Eckington School is doing.

This information includes your contact details, national curriculum and examination assessment results, attendance information, characteristics such as ethnic group, special educational needs, and any relevant medical information.

We will not give information about you to anyone outside the school without your consent unless the law and our rules permit it. We are required by law to pass some of your information to Derbyshire County Council (**DCC**), our Local Authority (**LA**), and the Department for Education (**DfE**).

If you wish to see a copy of the information we hold and share about you then please contact your **Pastoral Support Assistant, Leader of Student Development** or **Director of Learning**.

If you require more information about how the LA and/or DfE store and use this data please go to the following websites:

- <http://www.teachernet.gov.uk/management/ims/datamanagement/privacynotices/pupilsdata/>
- <http://www.teachernet.gov.uk/management/ims/datamanagement/privacynotices/pupilsdata/thirdpartyorgs/>

If you are unable to access these websites, please contact the LA or the DfE as follows:

- Data Protection/Freedom of Information Officer  
**Children and Younger Adults Department**  
Derbyshire County Council  
County Hall, Matlock, Derbyshire, DE4 3AG  
website: [www.derbyshire.gov.uk](http://www.derbyshire.gov.uk); email: [tony.smith@derbyshire.gov.uk](mailto:tony.smith@derbyshire.gov.uk); tel: 01629 536470
- Public Communications Unit  
**Department for Education**  
Sanctuary Buildings, Great Smith Street, London, SW1P 3BT  
website: [www.education.gov.uk](http://www.education.gov.uk); email: [info@education.gsi.gov.uk](mailto:info@education.gsi.gov.uk); tel: 0870 000 2288

**Connexions Services:** Once you are aged 13 or over we are required to pass on certain information to the Connexions services. Connexions is the government's information and advice service for all young people aged 13 to 19 in England. We must provide both your own and your parent(s)/carer(s)' name(s) and address(es), and any further information relevant to the Connexions services' role. However, you (**if you are over 16**) or your parent(s)/carer(s) can ask that no information beyond name and address be passed to Connexions. Please inform **in writing** your **Pastoral Support Assistant, Leader of Student Development** or **Director of Learning** if you wish to opt-out of this arrangement. For more information about Connexions please, please contact the Local Authority as shown above.

Should you have any further questions please contact Mr Knutsen, Assistant Headteacher at the school.

Mr P Cummings  
Headteacher



Deputy Headteacher: A Burgess

Eckington School Dronfield Road Eckington Sheffield S21 4GN  
Tel 01246 432849 Fax 01246 434401 e-mail [admin@eckington.derbyshire.sch.uk](mailto:admin@eckington.derbyshire.sch.uk)  
[www.eckington.net](http://www.eckington.net)