



Great Baddow High School

Privacy Notice

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? What personal data do we need from you?	Use of CCTV surveillance							
	<ul style="list-style-type: none"> Personal Images 							
Who will be using your Personal Data?	Who is the Data Controller?				Great Baddow High School			
	Who is the Data Controller's <u>Data Protection Officer</u> ?				Lauri Almond (Essex County Council)			
	Are there any <u>Data Processors</u> ?				Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
	Who are they?				Our CCTV is operated in house			
What will it be used for and what gives us the right to ask for it and use it?	<u>The Purpose(s)</u> :				Pupil, Staff and Public Safety, Detection of Vandalism or Crime. Crime Prevention, Building Security and to Assist in the Management of Student Behaviour			
	<u>The Legal Condition(s)</u> :				<ul style="list-style-type: none"> Task in the Public Interest (Public Safety) 			
Who else might we share your data with?	Police or other certified investigators							
Will your data be stored in or accessible from <u>countries with no UK-equivalent</u> Privacy Law protections?	NO							
How long will your data be kept?	When will it stop being used?				30 days, although may be retained for a longer period if imagery is required for evidential purposes			
	How long after this will it be deleted?				Data is deleted automatically at 30 days			
Our use of the data will be subject to your legal rights (marked if applicable):	<u>Inform</u>	<input checked="" type="checkbox"/>	<u>Access</u>	<input checked="" type="checkbox"/>	<u>Rectify</u>	<input type="checkbox"/>	<u>Erase</u>	<input type="checkbox"/>
	<u>Restrict</u>	<input type="checkbox"/>	<u>Portable</u>	<input type="checkbox"/>	<u>Object</u>	<input type="checkbox"/>	<u>Automate</u>	<input type="checkbox"/>
As you are giving us your data directly:	This is the reason why we are allowed to ask for it and use it:				Public Safety			
	This is what could happen if you refused to let us use your data for this purpose:				Not applicable			



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	Essex County Council. County Hall. Chelmsford. CM1 1QH
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Email	DPO@essex.gov.uk
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Phone Number	03330322970
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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
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Online Form	https://ico.org.uk/concerns/handling/
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Phone Number	0303 123 1113
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Guidance

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1. What is a Data Processor? This is somebody whom the school have contracted to deliver a service on their behalf

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2. What are Purposes? This is the reason we need to use the data, e.g. to create a pupil record

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3. What are the legal conditions?

- a. **Personal Data** can be lawfully processed for the following conditions:

- i. Consent
- ii. Necessary to perform a contract obligation
- iii. Blue light emergency services
- iv. Statutory Duty/Task in the Public Interest
- v. Legitimate Interests

- b. **Sensitive Personal Data** can be lawfully processed for the following conditions:

- i. Explicit Consent
- ii. Employment, Social Security, Social Protection
- iii. Blue light emergency services
- iv. Legitimate Activities of 'charities/not for profit' organisations
- v. Made Public by the person
- vi. For legal defence/claims
- vii. Substantial Public Interest
- viii. Health & Social Care provision and management
- ix. Pan UK Public Health (Epidemics)
- x. Archiving for scientific/historical research or statistical purposes

Legitimate Interests cannot be used as a processing condition other than in exceptional circumstances

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4. Any country outside of the European Economic Area (EU countries, plus Iceland, Lichtenstein and Norway) is not considered to have the same legal protections as the UK

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5. The right to inform requires us to tell people about how their rights are managed including if information is rectified, modified, erased or restricted

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6. The right to access means we must be able to provide a copy of a person's data to them upon written request

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7. The right to rectify requires us to correct inaccurate data. This may not always be possible if it relates to an official record or a professional opinion recorded by our staff.

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8. The right to erasure requires us to securely destroy the data we hold. This may not always be possible if it relates to an official record or a professional opinion recorded by our staff.



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9. The right to restrict requires us to stop processing data (other than keeping it secure) whilst a complaint is resolved. This may not always be possible if it relates to an official record or a professional opinion recorded by our staff.

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10. The right to Data Portability only applies when a service is based on 'Consent' and then only if it involves technology

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11. The right to object requires us to stop using the data for the purposes for which it was collected. This does not apply to any legal obligations to process the data, but does apply for any processing under Consent, e.g. marketing or profiling

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12. The right to refuse automated decision making means if a computer makes a decision about how we will deliver a service to a person; they have the right to request the decision to be made by a human Being.

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