



## De La Salle 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?	Ensuring school premises are a safe environment for children, school employees, visitors and parents/ guardians (use of CCTV, Security ID Cards, Visitor registration, Employee and Governor reception photograph displays)			
What personal data do we need from you?	<ul style="list-style-type: none"> <li>Personal Images</li> <li>Name</li> <li>Vehicle registration</li> <li>Company Name</li> </ul>			
Who will be using your Personal Data?	Who is the <a href="#">Data Controller</a> ?	De La Salle School		
	Who is the Data Controller's <a href="#">Data Protection Officer</a> ?	Lauri Almond (Essex County Council).		
	Are there any <a href="#">Data Processors</a> ?	Yes	<input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Who are they?	CCTV: Blakes Visitor Registration: Inventory		
What will it be used for and what gives us the right to ask for it and use it?	<a href="#">The Purpose</a> (s):	Public safety and prevention of crime		
	The <a href="#">Legal Condition</a> (s):	<ul style="list-style-type: none"> <li>Task in the Public Interest (Public Safety)</li> </ul>		
Who else might we share your data with?	Police or other certified investigators			
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?	CCTV: Standard period is 30 days May be retained for a longer period if imagery is required for evidential purposes Visitor Data: Once the visit has concluded		
	How long after this will it be deleted?	CCTV: As above Visitor Data: Once visit is		

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					concluded + 6 years			
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 type="checkbox"/>	<a href="#">Erase</a>	<input type="checkbox"/>
	<a href="#">Restrict</a>	<input 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:	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			
<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	Information Governance. County Hall (B2). Chelmsford. CM1 1QH							
Email	DPO@essex.gov.uk							
Phone Number	0333 032 2970							
<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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