



## St Robert Southwell Catholic Primary School

*Aiming for Excellence - Being the Best We Can Be*

### Data Protection & GDPR

On 25<sup>th</sup> May 2018, the General Data Protection Regulation GDPR came into force. It replaced the Data Protection Act endeavours to strengthen the security of data held within organisations. The School has conducted work to ensure that we comply with the regulation.

Parents, pupils and members of staff have the right to: -

- be informed about how we use personal data
- request access to the data
- request that the data is amended if it is inaccurate or incomplete
- request that the processing of data is restricted
- object to personal data being processed

Privacy Notices for pupils, parents, volunteers, staff and job applicants have been prepared and are available on the School website.

Subject access requests (SAR) can be submitted by making a formal request in writing to [admin@robsouth.org](mailto:admin@robsouth.org).

Schools are required to appoint a Data Protection Officer (DPO). The DPO for our School is:-

Data Protection Officer: Deepti Bal

Email: [dpo.bal@bsp.london](mailto:dpo.bal@bsp.london)

You can contact the Information Commissioner's Office (ICO) on their helpline telephone no: 0303 123 1113 or visit their website – [ico.org.uk](http://ico.org.uk) - should you require further information

For any further information regarding GDPR and data protection, please email [admin@robsouth.org](mailto:admin@robsouth.org).

***Following Jesus' footsteps and inspired by St. Robert Southwell we work hard,  
aim high and treat everyone with honesty and gentleness.***