



## **St. Jude's Catholic Primary School**

*We live, love and learn together joyfully in Jesus' name*

### **Child-friendly Privacy Notice**

- **Who We Are:** We are your school, St. Jude's Catholic Primary School. We help you learn and keep you safe while you're here.
- **What is Personal Data?** It is information about you such as your name, address, birthday, or photos. It includes other information we collect to help us deliver your education, for example, the records on when you were at school, how well you are doing in your learning and your well-being.
- **Why We Collect It:**
  - To help teachers teach you better.
  - To know who to call if you are ill or have an emergency.
  - To keep a record of how well you are doing in class.
  - To inform the government about how you do in tests. They do this for every child in the country.
- **Where do we get it from?** Some of the information comes from your family when you start school. Sometimes it comes from the Local Authority or another school you were at previously. And some of it comes from you, such as the school work you do and your test results.
- **Who Sees Your Information?** Only people who need it to help you, like your teachers or sometimes the doctor or the government (to make sure the school is doing a good job).
- **How Long We Keep It:** We only keep your information for as long as we need it. When we don't need it anymore, we recycle, shred it or destroy it safely.
- **Do I need to do anything?** No. We let your parents and carers know about the data we need. Sometimes we need permission and they can say no. We tell them even more about how we use your data.
- **Your Rights:** Even though you are young, you have the same rights as grown-ups. You can ask to see what we know about you or ask us to fix something if it's wrong.
- **Can I find out more?** Yes, ask any teacher if you have questions and they will help you find out the answers. Or we have provided your parents and carers with more information on what we do with your data.

