



## Salop Teaching Partnership Privacy Notice

This Privacy Notice provides details of the personal data that we collect from you, what we do with it, how you might access it and who it might be shared with.

The Priory School is our Lead School and as such our services are operated in line with The 3-18 Education Trust (T3ET) guidelines, policies and procedures.

### Our Contact Information

The Priory School  
Longden Road  
Shrewsbury SY3 9EE  
01743 284 000  
[stp@pri.318education.co.uk](mailto:stp@pri.318education.co.uk)

### How we use personal information

We collect, receive and process personal information and data from individuals, partner schools, Higher Education Institutes, the Department For Education and other professional agencies to support the delivery of initial teacher training (ITT) services.

### How we use personal information

- To contact you with relevant information regarding our ITT services.
- To provide you with Initial Teacher Training through our Programme.
- To provide you with the support you need to achieve Qualified Teacher Status.
- Assess and evaluate the quality of our services and improve performance.
- To produce statistical data relating to our services.

### This information will include:

- Personal Information (such as name, date of birth, contact details, qualifications, DBS, employment history and references, TRN)
- Special Category characteristics (such as Gender, disability and health needs)
- Assessment Information (such as academic progress and grades, placement subject and employment destination)

### Our Lawful Basis for processing this information is:

We collect and process information about you under Article 6(1) (a), (b) & (e) of the GDPR:

- (a) Consent:** the individual has given clear consent for you to process their personal data for a specific purpose.
- (b) Contract:** the processing is necessary for a contract you have with the individual, or because they have asked you to take specific steps before entering into a contract.
- (e) Public Task:** the processing is necessary for you to perform a task in the public interest or for your official functions, and the task or function has a clear basis in law.

We collect and process special category information about you under Article 9(2) (a), (b) & (g) of the GDPR:

<b>Date reviewed:</b>	10/12/2024
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- (a) Explicit consent
- (g) Reasons of substantial public interest (with a basis in law) in accordance with paragraphs 8 (a) & (b) Schedule 1 Part 2 of the DPA (2018)
- (j) Archiving, research and statistics (with a basis in law) in accordance with Paragraphs 4 (a) & (c) Schedule 1, Part 1 of the DPA (2018)

## Sharing personal data:

We will not share your personal data without consent (unless the law and 3-18 Trust policies allow us to do so e.g. safeguarding). Organisations that we regularly and routinely share personal data with are:-

- Higher Education Institution (The University of Chester)
- Partner Schools (Local Authority, Academy and independent schools or Further Education Institutions who have agreed to provide school based learning (placement) in partnership with STP & UoC)
- Statutory Government departments or bodies (DfE/OFSTED)
- External Training Providers
- ICT Service Providers
- Subject Knowledge Enhancement (SKE) Providers
- Providers of services within or on behalf of the School (e.g. catering providers)
- External Partner Agencies (e.g. NASBTT, Now Teach)

## Protecting your personal data

To ensure personal data is kept safe we have the following controls in place:

- Information will not be used for any purpose other than those stated in this notice.
- Information will be held within secure systems/locations, with appropriate levels of security, that comply with relevant data protection legislation and organisation policies.
- Information will only be shared for lawful purposes and with an appropriate level of security that complies with relevant data protection legislation and organisation policies.
- Information will not be held for longer than is necessary, after which it will be securely destroyed, in line with organisation policies.
- Information will be processed in accordance with the Data Protection Act 2018 legislation and the UK-GDPR General Data Protection Regulation
- Information about pupils will not be disclosed to anyone without parental consent or unless the law and our policies allow us to do so.

## Your Rights of Access, Correction, Erasure and Restriction

Under certain circumstances, by law you have the right to:

- Access your personal information (commonly known as a “subject access request”).
- Correction of the personal information we hold about you. This enables you to have any inaccurate information we hold about you corrected.
- Erasure of your personal information. You can ask us to delete or remove personal data if there is no good reason for us continuing to process it.
- Restriction of processing your personal information. You can ask us to suspend processing personal information about you in certain circumstances, for example, if you want us to establish its accuracy before processing it.
- To object to processing in certain circumstances (for example for direct marketing purposes). All data
- To transfer your personal information to another party. If you want to exercise any of the above rights, please contact STP in the first instance.



## Accessing your personal data

To make a request to access your personal data please contact:

[stp@pri.318education.co.uk](mailto:stp@pri.318education.co.uk)

07749 625 650

## Right to Withdraw Consent

In the limited circumstances where you may have provided your consent to the collection, processing and transfer of your personal information for a specific purpose, you have the right to withdraw your consent for that specific processing at any time. To withdraw your consent, please contact the STP. Once we have received notification that you have withdrawn your consent, we will no longer process your information for the purpose or purposes you originally agreed to, unless we have another legitimate basis for doing so in law.

## How to raise a concern

The 3-18 Education Trust have appointed a data protection officer (DPO) to oversee compliance with data protection. If you have any questions about how we handle your personal information which cannot be resolved by STP or T3ET, then you can contact the DPO to raise any concerns:-

Data Protection Officer:	Judicium Consulting Limited
Address:	72 Cannon Street, London, EC4N 6AE
Email:	<a href="mailto:dataservices@judicium.com">dataservices@judicium.com</a>
Web:	<a href="http://www.judiciumeducation.co.uk">www.judiciumeducation.co.uk</a>
Lead Contact:	Craig Stilwell

You have the right to make a complaint at any time to the Information Commissioner's Office, the UK supervisory authority for data protection issues.

Report a concern online at:	<a href="https://ico.org.uk/concerns/">https://ico.org.uk/concerns/</a>
Call	0303 123 1113
write to:	Information Commissioner's Office, Wy cliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

## Changes to this Privacy Notice

We reserve the right to update this privacy notice at any time, and we will provide you with a new privacy notice when we make any substantial updates. We may also notify you in other ways from time to time about the processing of your personal information.

Date reviewed:

10/12/2024