

Privacy Notice: 2017 – 2018

The school workforce: those employed to teach, or otherwise engaged to work at, a school or a local authority

Ironstone Academy Trust

Nunthorpe Primary Academy

Data Protection Act 1998 – How we use your information

We process personal data relating to those we employ to work at, or otherwise engage to work at, our school / local authority. This is for employment purposes to assist in the running of the school / authority and/or to enable individuals to be paid. The collection of this information will benefit both national and local users by:

- improving the management of workforce data across the sector
- enabling development of a comprehensive picture of the workforce and how it is deployed
- informing the development of recruitment and retention policies
- allowing better financial modelling and planning
- enabling ethnicity and disability monitoring; and
- supporting the work of the School Teachers' Review Body

This personal data includes; identifiers such as names and National Insurance numbers, characteristics such as ethnic group, employment contracts and remuneration details, qualifications and absence information.

We will not share information about you with third parties without your consent unless the law allows us to. We are required, by law, to pass on some of this personal data to:

- our local authority
- the Department for Education (DfE)

If you require more information about how we and/or DfE store and use your personal data please visit:

- <http://nunthorpe.ironstoneacademy.org.uk/>
- <http://www.redcar-cleveland.gov.uk/rcbcweb.nsf/Web+Full+List/7A5A9267702703758025747F00474A79?OpenDocument>
- <https://www.gov.uk/data-protection-how-we-collect-and-share-research-data>

If you want to see a copy of information about you that we hold, please contact:

Mrs Wilson (Business Manager) in the school office.

Tel 01642 315508 or in writing to:

Nunthorpe Primary Academy
Swan's Corner
Guisborough Road
Nunthorpe
Middlesbrough
TS7 0LA

