



# THE COLNE

COMMUNITY SCHOOL & COLLEGE

## Privacy Notice - Governors

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?	Governors Services			
What personal data do we need from you?	<ul style="list-style-type: none"> <li>• Name</li> <li>• Address</li> <li>• Date of birth</li> <li>• Telephone</li> <li>• Email</li> <li>• Vetting information</li> <li>• Business Interests</li> </ul>			
Who will be using your Personal Data?	Who is the <a href="#">Data Controller</a> ?	The Colne Community School and College		
	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 type="checkbox"/>	No <input checked="" type="checkbox"/>
	Who are they?			
What will it be used for and what gives us the right to ask for it and use it?	<a href="#">The Purpose(s)</a> :	To deliver Governor services to the school		
	<a href="#">The Legal Condition(s)</a> :	<ul style="list-style-type: none"> <li>• Legal Obligation</li> <li>• Substantial Public Interest</li> </ul>		
Who else might we share your data with?	Central & Local Government, Other Education Providers, Regulatory Bodies			
Will your data be stored in or accessible from <a href="#">countries with no UK-equivalent</a> Privacy Law protections?	No			

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How long will your data be kept?	When will it stop being used?		<ul style="list-style-type: none"> <li>Personal details and contact information: When a Governor ceases to work for the school, plus one year</li> <li>Agendas and minutes will be retained for date of meeting + 6 years.</li> </ul>					
	How long after this will it be deleted?		As above					
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 checked="" 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:		For statutory purposes.					
	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	Essex County Council. County Hall. Chelmsford. CM1 1QH							
Email	<a href="mailto:DPO@essex.gov.uk">DPO@essex.gov.uk</a>							
Phone Number	03330322970							
<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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