



From mountain to sea

# Privacy Notice – Whole School

The Data Controller of the information being collected is Aberdeenshire Council.

The Data Protection Officer can be contacted at Town House, 34 Low Street, Banff, AB45 1AY.

Email: [dataprotection@aberdeenshire.gov.uk](mailto:dataprotection@aberdeenshire.gov.uk)

Your information is being collected to use for the following purposes:

- To enrol your child(ren) in school
- To provide a range of Educational Services
- To support your child(ren) during their school career

Your information is: Being collected by Aberdeenshire Council

The Legal Basis for collecting the information is:

Personal Data		Special categories of personal data	
6.1 (c) Processing is necessary for compliance with a legal obligation to which the controller is subject.	X	GDPR: 9.2 (g) Processing is necessary for reasons of substantial public interest.  DPA(2018) Schedule 1, Part 2, 8: Equality of opportunity and treatment.	X
Processing for the purpose of ensuring equality of opportunity and treatment.			



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Personal Data		Special categories of personal data	
6.1 (c) Processing is necessary for compliance with a legal obligation to which the controller is subject.	X	GDPR: 9.2 (i) Processing is necessary for reasons of of public interest in the area of public health.  DPA(2018) Schedule 1, Part 1, 3: Processing necessary for reasons of public interest in the area of public health.	X
Processing for the purpose of protecting public health in Aberdeenshire. See data sharing with NHS Grampian.			

Personal Data		Special categories of personal data	
6.1 (c) Processing is necessary for compliance with a legal obligation to which the controller is subject.	X	GDPR: 9.2 (h) Processing is necessary for the provision of health or social care or treatment.  DPA(2018) Schedule 1, Part 1, 2: Processing necessary for health or social care purposes.	X
Processing for the provision of Social Care services.			

Personal Data		Special categories of personal data	
6.1 (c) Processing is necessary for compliance with a legal obligation to which the controller is subject.	X	GDPR: 9.2 (j) Processing is necessary for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes.  DPA(2018) Schedule 1, Part 1, 4: Processing necessary for archiving purposes, scientific or historical research purposes or statistical purposes.	X
Processing for statistical, research and policy making purposes See data sharing with Scottish Government, Education Scotland, SNSA and Aberdeen City and Aberdeenshire Archive Service.			



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Where we are relying on legal obligation, below are the key pieces of legislation that apply:

- Education (Scotland) Act 1980
- Education (Scotland) Act 2016
- Education (Disability Strategies and Pupils' Educational Records)(Scotland) Act 2002
- Education (Additional Support for Learning) (Scotland) Act 2004
- Standards in Scotland's Schools etc Act 2000
- Children (Scotland) Act 1995
- Equality Act 2010
- Children and Young People (Scotland) Act 2014



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Your information will be shared with the following recipients or categories of recipient:

- SEEMiS
- Gateway (Early Years Pastoral Notes)
- Groupcall / Net Media / Xporter,
- parentsportal.scot
- Microsoft

Information we collect will be shared with the above to manage admissions, to record and manage pastoral notes, to send attendance or emergency alerts, to arrange parent evenings, to communicate with parents/guardians/carers and children for the purposes of progress monitoring, supporting learning, and to pass on other relevant advice.

- Skills Development Scotland

Information is shared with Skills Development Scotland, when young people are leaving school, to support their transition to further learning and training establishments such as college or university in accordance with the Post-16 Education (Scotland) Act 2013.

- Scottish Government
- Education Scotland
- SNSA (Scottish National standardised Assessments)
- Aberdeen City and Aberdeenshire Archive Service.

Education information is shared with the above for statistical, research and policy making purposes and archiving. Usually, this data is sent in an anonymised or statistical format, however sometimes personal information may also be shared.

- NHS Grampian

Aberdeenshire Council shares limited information with NHS Grampian to facilitate engagement with public health services, such as the dental programme i.e. Toothbrush packs (Childsmile).

- Police Scotland

Where it is necessary for the prevention/detection of crime/fraud; to protect vital interests or where required to do so to ensure compliance with a legal obligation/to fulfil statutory functions.

- National Fraud Initiative

Aberdeenshire Council is legally required to protect the public funds it administers. For this



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Where the Legal Basis for processing is Legal Obligation, please note the following consequences of failure to provide the information:

If we did not collect this information, we would be unable to meet our obligation or provide you with the services you and your child(ren) are entitled to.

Your information will be transferred to or stored in the following countries and the following safeguards are in place:

Not applicable

The retention period for the data is:

We will keep this information for a period of 5 years from the maximum school leaving age of your child, as required to by The Pupils' Educational Records (Scotland) Regulations 2003, unless we have a legal responsibility to keep the information for a longer period of time.

The following automated decision-making, including profiling, will be undertaken:

Not applicable.

Please note that you have the following rights:

- to lodge a complaint with the Information Commissioner's Office (after raising the issue with the Data Protection Officer first);
- to request access to your personal data;
- to request rectification or erasure of your personal data, as so far as the legislation permits.