



# THE WESTGATE SCHOOL

Hampshire's First 4-16 'All Through School'

*"A community of learners where partnerships inspire success for all:  
learning together, achieving excellence"*

Executive Headteacher: Mrs F A Dean MA (Ed), NPQH, MCCT

Head of School: Mrs J Edwards BA (Hons), PGCE

## Privacy Notice for Parents and Carers

### Introduction

This Privacy Notice explains how The Westgate School collects, uses, stores, and shares personal data relating to pupils and their parents/carers, in line with UK GDPR, DPA 2018, and the Data (Use and Access) Act 2025 (DUAA 2025).

### The personal data we collect

We collect personal data including contact details, identification documents, assessment results, attendance, behavior data, safeguarding information, support records, SEN information, medical data, characteristics data, photographs, and CCTV images.

### Why we use this data

We use data to deliver education, monitor progress, provide safeguarding and pastoral support, fulfil statutory reporting duties, evaluate school performance, administer admissions, deliver SEND provision, support research obligations, and communicate with parents/carers.

### Legal basis for processing

We rely on:

- Public Task
- Legal Obligation
- Vital Interests
- Consent
- Legitimate Interests, and DUAA 2025 Recognised Legitimate Interests (e.g., safeguarding, crime prevention, IT security, and public safety).

### Automated Decision Making (ADM)

Automated systems may generate alerts (e.g., safeguarding or IT security). No final decisions are automated. Parents may request human review, explanations, and challenge outcomes.

### Monitoring Digital Systems

We monitor digital systems (email, website traffic, learning platforms). DUAA 2025 permits low-risk cookies without consent, but we maintain transparency and provide opt-out options.

## **Data sharing**

We share data with the Local Authority, DfE, NHS, police, exam boards, educational providers, IT service providers, Ofsted, and the National Pupil Database, in line with statutory duties and DUAA regulations.

## **International transfers**

If transferring data overseas, we ensure the receiving country provides protection not materially lower than UK standards, in accordance with DUAA 2025.

## **Retention**

Data is retained following Hampshire County Council retention schedules and statutory requirements. Safeguarding records may be retained longer where legally required.

## **Your rights**

Parents/carers have rights to access, rectify, erase, restrict, object to processing, challenge ADM, and request data portability. Subject Access Requests involve a reasonable and proportionate search under DUAA 2025.

## **Complaints**

Concerns may be raised with the school's Data Protection Officer. Unresolved matters may be escalated to the Information Commissioner's Office (ICO).

## **CONTACT DETAILS**

Data Protection Officer – Strategic Site & Facilities Lead, The Westgate School, Cheriton Road, Winchester SO22 5AZ. Email: [westgate.hants.sch.uk/our-school/contact](mailto:westgate.hants.sch.uk/our-school/contact) – FAO Data Protection Officer.