

Early Years Privacy Notice

We, **The Dixie Grammar School**, are the Data Controller for the purposes of GDPR.

What information does the Early Years setting hold?

This information includes your child's contact details, attendance information and personal details such as ethnicity, special educational needs and any relevant medical information.

Who has access to the information?

By law we are required to pass some of your child's information to the local authority, Leicestershire County Council (LCC) and the Department for Education (DfE).

For full details about The Dixie Grammar School's privacy policy and GDPR compliance please visit: www.dixie.org.uk/privacy

Can I see the information that the Early Years setting holds?

If you want to see a copy of the information we hold and share about your child then please contact **Mrs K Fennell or Mrs G Hayward**.

Where can I find out more about what the LCC and the DfE use the information for? If you require more information about how LCC and the DfE hold and use your child's information, then please use the following websites:

Leicestershire County Council | Privacy Notices

http://www.leics.gov.uk/index/your_council/council_publications/data_protection/schoolsfpn.htm

Note: The above page may be updated throughout the year and parents are responsible for checking for any changes, particularly in terms of how the data is used and shared.

Department for Education | Schools | Administration and Finance | Information about children, education and schools | Privacy notices

<http://www.education.gov.uk/schools/adminandfinance/schooladmin/ims/datacollection/s/swf/a0063755/swf-privacy-notices>

If you are unable to access the DfE website, please use the following information:

Public Communications Unit Department for Education Sanctuary Buildings Great Smith Street London SW1P 3BT

Website: www.education.gov.uk

Email: info@education.gsi.gov.uk

Telephone: 0870 000 2288

Can I see the information that Leicestershire County Council holds?

If you want to see a copy of the information the local authority hold and share about your child then please contact:

Leicestershire County Council
Early Learning and Childcare Service
County Hall
Glenfield
Leicestershire
LE3 8RF

Telephone: 0116 305 5788

Email: childcare@leics.gov.uk