

Privacy Notice – CCTV



ST CLARE

Catholic Multi Academy Trust



Let God's love shine in our lives as we grow and learn together

Adopted by St Clare Trust Board;

June 2022

Next review by St Clare Trust Board;

June 2023

Reviewed by Local Academy Committee;

St Clare Catholic Multi Academy Trust Privacy Notice – CCTV

This Privacy Notice has been written to inform every person using the schools main entrance of St Alban's Catholic Primary School about what we do with your personal information in relation to CCTV recordings. This Notice may be subject to change.

Who are we?

St Alban's Catholic Primary School is a 'Data Controller' as defined by Article 4 (7) of GDPR. This means that we determine the purposes for which, and the manner in which, your personal data is processed. We have a responsibility to you and your personal data and will only collect and use this in ways which are compliant with data protection legislation.

What information do we collect?

By using CCTV systems the school collects, stores, and uses static or moving images of individuals located in the surveillance area

Why do we collect your personal data?

The school operates CCTV for the following purposes:

- *for safeguarding children,*
- *for the prevention and detection of crime.*

Our lawful basis for processing your personal data is Article 6(1)(e) and 6(1)(f) respectively:

- *6(1)(e) - Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller – Safeguarding children.*
- *6(1)(f) - Processing is necessary for the purposes of legitimate interests - prevention and detection of crime.*

Who has access to your personal data?

Your information will only be made available to school employees where there is a need to investigate the recording. Only employees authorised by school management may have access to this footage.

Who do we share your personal data with?

We will only share CCTV footage with other agencies where there is a lawful reason to do so - for

example to share with the police for the purposes of crime prevention

How long do we keep your personal data for?

- *1 month or a longer period if imagery is required for evidential purposes in exceptional circumstances*

What rights do you have over your data?

Under GDPR data subjects have the following rights in relation to the processing of their personal data:

- *to be informed about how we process your personal data. This notice fulfils this obligation,*
- *to request access to your personal data that we hold, and be provided with a copy of it,*
- *to request that your personal data is erased where there is no compelling reason for its continued processing.*

If you have any concerns about the way we have handled your personal data or would like any further information, then please contact our DPO on the address provided above.