

Branton Community Primary School GDPR Privacy Notice Summary Report Date: 27/11/2025

Data Protection Officer: Wallis Bath

01665 578225

admin@branton.northumberland.sch.uk

Introduction

Under the General Data Protection Regulations (GDPR), individuals have a right to be informed about how the school uses any personal data that we hold about them. This report provides information on the kinds of personal data we hold as a school and why and how we might use it.

Schools use a variety of personal data as part of their work and we take great care to ensure that this information is kept safe and secure. Personal data includes things like names, addresses and age, information that we need in order to comply with our statutory role in educating pupils.

Most of this data is essential and does not require your consent to use it. Some personal data is not essential and for that, depending on age, we require the consent of either the pupil or parent. An example of the kind of data that needs consent would be using pupil photographs on the school website.

In this GDPR Privacy Notice summary report, you will find a complete list of all the systems the school uses which hold personal data. The report also contains additional information such as what personal data items are held, the legal basis for doing this, along with a description of the system, why the school processes the data and who it is shared with.

If you have any queries about this document or any other issue relating to personal data, please contact the school Data Protection Officer, whose name is on the front of the pack.

Systems included in this report

| System Name | Description | Special Category |
|------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| Attendance file | Attendance information about pupils and classes | yes |
| BBC Bitesize | BBC Bitesize is a free online study support resource designed to help with learning, revision and homework! Bitesize provides support for learners aged 5 to 16+ across a wide range of school subjects. It also supports children and young people's wellbeing and career choices. Bitesize also has hundreds of published lessons to help students across the UK with home schooling. Bitesize guides are written by teachers and subject experts and are mapped to follow the curricula of the UK. Secondary Bitesize follows exam board specifications for the main exam boards in the UK, including for GCSE in England, Wales and Northern Ireland and National 4, National 5 & Highers in Scotland, ensuring students are preparing for the right exams | |
| Behaviour Files - Paper (in class) | Information relating to the behaviours of particular pupils | yes |
| Busy Things | Online games & activities for learning | |
| Canva | Canva is an online design and publishing tool | |
| Charanga | Charanga Music School, the best-selling, modern resource for primary music — online, easy to use and great value. Includes A complete scheme to teach the national curriculum for music A vast library of songs, topics, instrument courses and creative apps In-depth support for assessment, SEND and personalised teaching and learning | |
| Child Protection Records - Electronic | Records relating to child protection issues for individual pupils | yes |
| Child Protection Records - Paper | Records relating to child protection issues for individual pupils | yes |
| Class Dojo | Class Dojo is a classroom management and behaviour rewards system which includes a digital portfolio for pupils which can be accessed by staff, pupils and parents?/carers. | |
| CLPE | Welcome to The Centre for Literacy in Primary Education The Centre for Literacy in Primary Education is a UK based children's literacy charity working with primary schools. Our work raises the achievement of children's reading and writing by helping schools to teach literacy creatively and effectively, putting quality children's books at the heart | |

| | of all learning. We offer courses at our literacy library in central London and deliver training in various regional locations as well as provide a wide range of free resources for Primary teachers. | |
|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| Consent for educational visits | Consent information for all educational visits including day trips and residential visits | yes |
| CPOMS | CPOMS - Safeguarding and Child Protection Software for Schools Secure online monitoring of child protection, safeguarding and wider student pastoral welfare for schoolls. CPOMS is software application for monitoring child protection, safeguarding and a whole range of pastoral and welfare issues. Working alongside a school's existing safeguarding processes, CPOMS is an intuitive system to help with the management and recording of child protection, behavioural issues, bullying, special educational needs, domestic issues and much much more. Using CPOMS, schools can ensure that students are safe and fully supported, whilst school staff can focus on teaching and providing support, instead of administration. | yes |
| Data tracking spreadsheets | Spreadhseets (excel) to track progress of children over the course of their school career. | yes |
| DFE-Census and workforce Census | The school workforce census is a statutory data collection that takes place each autumn. You must complete statutory censuses by law unless there's a good reason not to. The census collects data on all teaching and support staff in regular employment, including those working for: local authorities on central contracts local-authority-maintained schools academies free schools, including: studio schools university technical colleges pupil referral units (local authority establishments that provide education for children who cannot attend a mainstream school) Local authorities are responsible for: coordinating and approving the submission of census data from all their maintained schools submitting data for centrally employed school staff Academies are responsible for submitting and approving their own census data. | |
| Dietary requirements information sheets | Required documents for specific chidlren with severe allergies / intolerances and religious observations (food) | yes |
| Eduspot | Teachers2parents; School Money; Behaviour Watch; School Pod; School Website Design; Parents Evening; Cashless Catering; School App | yes |
| Eschools Website Provider | On-line school website building tool | |
| EVOLVE visits | An online system for the planning, approval and management of educational visits, sports fixtures and extra-curricular activities. | |

| Fonetti | App to hear pupils read and to develop pupil reading | |
|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Google Classroom | A free and easy tool helping educators efficiently manage and assess progress, while enhancing connections with learners from school, from home, or on the go. | |
| Google drive for education | suite of online tools for staff and pupils, including Google drive, docs, slides, sheets, gmail and Google classroom. | |
| Google Meet | Google Meet is a video-communication service developed by Google. It is one of two apps that constitute the replacement for Google Hangouts, the other being Google Chat | |
| Governance | Details of all members of the Governing Body | |
| Hamilton Trust | Hamilton Trust is a UK charity working to support inspirational teaching and learning through its website and projects. Mike O'Regan founded Hamilton in 1988 to support the education of children in the Blackbird Leys, Rose Hill and Barton estates in Oxford - children whose educational potential had long been underestimated. Hamilton aims to enable children from areas of socio-economic disadvantage to create for themselves the life opportunities they deserve through high-quality education and high expectations. Hamilton continues to work closely with primary schools in Oxford and to derive enormous amounts of inspiration for improving educational opportunities from doing so. Professor Ruth Merttens joined Hamilton in 1996 as Co-director. With Mike, she set up and directed the Hamilton Maths and Reading Projects to boost those subjects in Oxford schools located in areas of significant deprivation. As word leaked out about Hamilton's planning materials, demand for them spread, and Hamilton started providing them to teachers in other schools. These formed the basis of Hamilton's original 'Save teachers' Sundays!' website, which enabled a much wider audience to access these plans. Hamilton's website continues to provide high quality, fully adaptable planning and resources to primary school teachers to help them teach robust and engaging lessons. Hamilton also supports and runs various education projects that provide support to its local community and across the country. | |
| Health & Safety | Records pertaining to Health & Safety | |
| Huggg | Purchase and send supermarket vouchers to those in need. Manage funds and give recipients choice all in one simple to use platform. | |
| Lightspeed Internet Filtering | The Lightspeed Rockets provide DfE compliant Internet Filtering Services for all schools connected to | |

| | the Internet through NCC. | |
|-----------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| Local Authority moderation of work | The Local Authority arranges a number of meetings with groups of schools where pupil work is presented along with grades and cross moderated to ensure consistency of assessment in schools across the County. | |
| Looked After Children Records - Electronic | Information relating to children who are in Looked After Care | yes |
| Looked After Children Records - Paper | Information relating to children who are Looked After | yes |
| Medical Files - Electronic | Information in respect of specific medical needs of an individual student | yes |
| Medical Files - Paper | Information in respect of specific medical needs of an individual student | yes |
| Medical log | File of medical information for each child: asthma, medication administered, heath care plans, risk assessments | yes |
| Microsoft Teams | Remote learning with Office 365 for students Microsoft Teams for Education Whether you're learning at home for long periods of time or just outside of class, access Office 365 for free, stay connected, and learn in a way that's right for you. Get startedTips for successful online learning Get set up Students at eligible institutions can sign up for Office 365 Education for free. That means access to apps like Word, PowerPoint, and Teams from any web browser. Plus, all the work you create will automatically be saved and backed up in the cloud. Get started with Office 365 for free Already have Office 365? Sign in. Tip: Click Install Office from Office.com to download Office apps to your desktop device. Work together as a class or group Microsoft Teams is a digital hub that brings conversations, content, and apps together in one place. If your classes are using Teams, you'll be able to connect with your classmates, ask your teacher questions, work on your homework, and track the work you've got coming up. Not part of any teams yet? No problem! You can create your own to work on group projects and keep in touch from your computer or phone. Join virtual meetings set up by your teacher and even blur your background | |
| National Centre for Excellence in the Teaching of Mathematics (NCETM) | NCETM provides professional development for staff in the teaching of Mathematics Children's chances of succeeding in education and life will be maximised if they develop deep and lasting procedural and conceptual mathematical understanding. The NCETM's teaching for mastery section explains the rationale for this teaching approach, and presents case studies from schools, together with interviews with | |

| | teachers involved in mastery projects through the Maths Hubs programme. | |
|---------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| National Tutoring Programme (NTP) | The National Tutoring Programme offers highly tailored tuition support for pupils, to help those whose education has been most impacted by the pandemic. | yes |
| Nereo (Matrix) | North East Regional Employers' Organisation is one of eleven regional bodies that support local authorities across England, Wales and Northern Ireland. NEREO's function is to support local authorities and partner organisations in the fields of Human Resources, Organisational Development and Employee Relations in all their complex and varied forms. NEREO is a small organisation with a big reputation. Our staff have over a hundred years experience of working in the public sector. Some have voluntary and private sector experience too. The Governance of NEREO is carried out by an Executive Committee made up of Elected Member representatives from each of the local authorities. | |
| NFER | Assessment materials, reading test and pupil progress data | |
| Northumberland School Readiness Passport | The School Readiness Passport is primarily a transition document. It will be used to gather information about key events in a child's early life. | |
| Numbots- Maths Circle LTD | NumBots is a website and app that helps build an understanding in and recall of addition and subtraction facts. | |
| Oak Acadamy | Oak National Academy provides free video lessons, slides and worksheets to support teachers and pupils to keep learning. Created by teachers in response to coronavirus, the resources are freely available, to complement schools' own teaching. Lessons cover a broad range of subjects, from reception to year 11. There are no sign-ups or logins required. | |
| Oxford Owls | Oxford Owl for School Teaching resources and expert school improvement support Remote learning guidance and support Award-winning subscriptions and leadership support Free teaching resources and eBooks Advice and support for parents Educational activities and games Free eBook library for 3- to 11-year-olds | |
| Parent mail | Parent mail provides a number of useful communication tools for the school, including: Text Only Messaging Online Payments Parents' Evening Manager Online Form Collection Meetings & Events | |
| ParentPay | ParentPay is an online payment service for schools and families. | yes |
| Pebble | Online platform to help schools fundraise. | |

| Performance Management | Staff appraisals | |
|--------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| Personnel files | Information relating to staff employment | |
| Phonics play | Interactive phonics games, phonics planning, assessment ideas and many teaching ideas and resources to help children to learn | |
| Photographs and videos of staff and pupils. | Permission to display staff and pupil photographs (unnamed) and video on the school website and social media platforms. | |
| Place Leisure- School Swimming Management System | The SSMS is a digital assessment tool, assessing pupils using Swim England School Swimming and Water Safety Charter. It is matched against the National Curriculum programmes of study and provides schools with termly reports. Reports evidence statistics to unlock Sports Premium funding for further swimming lessons. The product gives Places Leisure an important opportunity to gather national data to report on school swimming and influence national networks. Data gathered will strengthen potential to 'close the gap' for the 30% not yet meeting the standard. The system requires a school pupil data upload containing basic details for pupils swimming each term. Data is automatically uploaded to the Places Leisure School Swim App where school swim instructors assess pupils against Swim England's School Swimming Awards. Schools receive a termly update on pupil attainment for all pupils we have the data for. | yes |
| Read Write Inc Website (www.ruthmiskin.com) | A website linked to the scheme Read Write Inc which includes a staff portal. | |
| Recruitment information | Part of the job application process | yes |
| Registers | Daily register, after school club registers, lunch register | |
| Safeguarding Records - Electronic | Records relating to safeguarding of children | yes |
| Safeguarding Records - Paper | Records relating to safeguarding of children | yes |
| SAS - Staff absence Insurance | AIS offer staff absence insurance support aimed specifically at schools with restrictive budgets. We guarantee a saving on any like-for-like quote, meaning your school can retain more of your budget to invest in other areas. Along with the financial support, AIS also offer several health and wellbeing services for staff and pupils to access. Included as standard is: • Continuous Cover • Cover for all Staff up to 70 Years Old • Flexible Cover; choose who you insure, along with your own Excess and Daily Benefit options • Maternity, Paternity & Adoption Benefit (optional) • Phased Return Benefit • Stress cover options of 0, 30 days or full cover • Generous time limits — schools have 30 calendar days to report a claim • Cover for | |

| | sickness, accident, jury service and bereavement • Nurse Telephone Support Service through our inhouse NMC registered nurses • 24/7 365 days a year, worldwide GP helpline, that always goes through to a trained medical professional | |
|-------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| School Gateway | School Gateway is your school's app available on Android, iOS and the web. It'll work on phones tablets, laptops and even smart watches. Your school can decide which services they'd like parents to access with it. When you log into the app, each of the services your school provides will appear in a list for you to choose from. Below are some examples of the services your school might provide on School Gateway. | |
| School meals identification | Identification of pupils for meals | yes |
| School360 | Learning platform for Northumberland schools with links to 3rd party educational resource providers. | yes |
| SchoolGrid | SchoolGrid provides kitchen management software to schools and caterers across the public sector. | |
| Scratch | With Scratch, you can program your own interactive stories, games, and animations — and share your creations with others in the online community. Scratch helps young people learn to think creatively, reason systematically, and work collaboratively — essential skills for life in the 21st century. Scratch is a project of the Lifelong Kindergarten Group at the MIT Media Lab. It is provided free of charge. | |
| SEND electronic records | Records relating to Special Educational Needs and Disability for individual pupils | yes |
| Send Paper Records | Records relating to individual pupil's SEND history | yes |
| Senso Cloud | The Cloud Based Platform for Device Monitoring and Management. All-In-One Software for Network, Classroom, Safeguarding and Asset Management, and for managing and monitoring any Windows and Chrome device from a Centralised Web portal | |
| SIMS | SIMS is a management information system used by maintained schools in the UK. It provides, teachers, senior leaders and support staff with the tools to efficiently manage daily school life and drive improvement in their schools. | yes |
| Social media sites e.g. Twitter, Facebook | Social Media tool used to inform parents about events in school and celebrate children's achievement. | |
| Tapestry | An online journal recording all the learning and fun of children's early years education. | |
| Teachers2Parent | Parent/Staff/Other Text Messaging System | |
| The Headteacher Report | Here at The Headteacher's Report, our entire | |

| | existence revolves around creating the most dynamic, professional and easy to understand reports for our Heads, CEOs and their Governors and trustees alike. We understand how many leadership hours it typically takes to produce a Headteacher's Report from scratch. With this in mind, we set ourselves the challenge of making this process quicker, simpler and smarter, whilst producing beautifully presented reports. We live and breathe education, no problem is too big to solve and we chuck in a big slice of our family orientated small-business passion into every single report. We help make reporting to Governors and trustees that little bit easier so that you don't have to burn the midnight oil trying to finish your report. | |
|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| The National College | A provider of online training for staff & governors | |
| Times Tables Rock Stars | Online times tables practice and testing. | |
| Top Marks Spelling Games | Welcome to Topmarks Topmarks is a leading independent educational website for children, teaching professionals and parents. Topmarks gives children the opportunity to learn online, through safe, fun and engaging games and activities. We feature great, educationally sound online resources. Topmarks is a safe environment for children because we only include trustworthy, reliable educational content. A good place to start is our fun learning games area. | |
| Twinkl | We're here to 'help those who teach'. It's what brings us to work every day. We're proud to create educational resources that can be used at each step of a child's learning journey. Our teacher-created resources provide entire schemes of work, lesson planning and assessments right through to online educational games, augmented reality and so much more. We have over 525,000 resources and new content gets added every day. You'll find we've normally got what you need before you even know you want it. | |
| Visitor book | Log of all visitors into school / fire regulations | |
| White Rose Maths and Science | Influenced, inspired and informed by the work of leading maths researchers and practitioners across the world, White Rose Maths brings together a team of highly experienced and passionate maths teaching experts to train, guide, help and support all those who want to make change happen in their schools. We're guessing that might include YOU! If so, we offer you indepth training programmes, a vast bank of clear, practical resources (many of them available free of charge), and the bespoke support you want and need to keep raising the bar. We'll not only make your job a whole lot simpler, we'll help you change the future for every child. | yes |

| Wonde | Manages transfer of data from Sims MIS to School360. | yes |
|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| Y4 Multiplication Check | What is the Multiplication Tables Check. The Multiplication Tables Check (MTC) is a key stage 2 assessment to be taken by pupils at the end of year 4 (in June). From the 2019 / 2020 academic year onwards. The purpose of the MTC is to make sure the times tables knowledge is at the expected level. | |
| Zoom | Zoom helps businesses and organizations bring their teams together in a frictionless environment to get more done. Our easy, reliable cloud platform for video, voice, content sharing, and chat runs across mobile devices, desktops, telephones, and room systems. | |

| System used: Attendance file | |
|------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Attendance information about pupils and classes |
| Personal Data Items | Pupil Name DOB Class Gender UPN Address Telephone number Parental contact Ethnic origin Current attendance Past attendance |
| Why is it being processed? | To regularly check pupil's attendance towards a desired goal |
| Who is data shared with? | EWO and other agencies as required / parents |

| System used: BBC Bitesize | |
|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | BBC Bitesize is a free online study support resource designed to help with learning, revision and homework! Bitesize provides support for learners aged 5 to 16+ across a wide range of school subjects. It also supports children and young people's wellbeing and career choices. Bitesize also has hundreds of published lessons to help students across the UK with home schooling. Bitesize guides are written by teachers and subject experts and are mapped to follow the curricula of the UK. Secondary Bitesize follows exam board specifications for the main exam boards in the UK, including for GCSE in England, Wales and Northern Ireland and National 4, National 5 & Highers in Scotland, ensuring students are preparing for the right exams |
| Personal Data Items | teacher Name email address child Name Age Year group |
| Why is it being processed? | https://www.bbc.co.uk/usingthebbc/privacy/ |
| Who is data shared with? | https://www.bbc.co.uk/usingthebbc/privacy/ |

| System used: Behaviour Files - Paper (in class) | |
|-------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Information relating to the behaviours of particular pupils |
| Personal Data Items | Pupils Name Date of Birth Address Health Needs Educational Behavioural Needs Social Care Status Name Address Contact Details Staff Name Position External Support Workers Name Organisation Position Address Contact Details |
| Why is it being processed? | To ensure access to education appropriate to needs |
| Who is data shared with? | External support workers as applies |

| System used: Busy Things | |
|----------------------------|------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Online games & activities for learning |
| Personal Data Items | Taecher Name email Pupil Name |
| Why is it being processed? | To allow use of the system |
| | |

| Who is data shared with? Not Shared | |
|-------------------------------------|--|
|-------------------------------------|--|

| System used: Canva | |
|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Canva is an online design and publishing tool |
| Personal Data Items | Pacher Name date of birth email phone number school analytics data usage data including device & location Student Name class school email analytics data usage data including device & location |
| Why is it being processed? | To allow use of Canva resources and to improve Canva service to users |
| Who is data shared with? | Third party companies to provide service |

| System used: Charanga | |
|-----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Charanga Music School, the best-selling, modern resource for primary music — online, easy to use and great value. Includes A complete scheme to teach the national curriculum for music A vast library of songs, topics, instrument courses and creative apps In-depth support for assessment, SEND and personalised teaching and learning |
| Personal Data Items | Staff Name School email address Mobile phone umber Pupils groups Pupil Name School Assessment information |

| Why is it being processed? | To provide online access to teaching and learning materials. | |
|----------------------------|--------------------------------------------------------------|--|
| Who is data shared with? | Shared with partner company Soundation AB | |

| System used: Child Protection Records - Electronic | |
|----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Records relating to child protection issues for individual pupils |
| Personal Data Items | Name Date of Birth Address Health Needs Social Care Status Educational Needs Child Protection Plan/Actions |
| | NameAddressContact Details Staff |
| | NamePosition Social Care Worker |
| | Name Address Contact Details External Support Workers |
| | Name Organisation Position Address Contact Details |
| Why is it being processed? | Statutory obligations and to support educational entitlement |
| Who is data shared with? | Social Workers, Parent/Carers as appropriate, some information shared with key workers, health care professionals and Police, receiving school |

| System used: Child Protection Records - Paper | |
|-----------------------------------------------|----------------------------------|
| Owner | Branton Community Primary School |

| Description | Records relating to child protection issues for individual pupils |
|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Personal Data Items | Pupils Name Date of Birth Address Health Needs Social Care Status Educational needs Child Protection Plan/Actions Parents/Carers Name Address Contact Details Staff Name Position Social Care Worker Name Address Contact Details External Support Workers Name Organisation Position Address Contact Details |
| Why is it being processed? | Statutory obligations and to support educational entitlement |
| Who is data shared with? | Social Workers, Parent/Carer as appropriate, some information shared with key workers, health care professionals and Police, receiving school |

| System used: Class Dojo | |
|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Class Dojo is a classroom management and behaviour rewards system which includes a digital portfolio for pupils which can be accessed by staff, pupils and parents?/carers. |
| Personal Data Items | • Name • Phone number |

| | email Password Device id Gender School School address Geo Location Photos, Videos, Docs and audio IP address Pupil |
|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | NamePasswordAgeSchoolIP Address |
| | Parent/carer Name Phone number Email address Password Device id Gender School Geo location IP Address |
| Why is it being processed? | To provide access to the online curriculum and classroom management? tools |
| Who is data shared with? | Shared within school |

| System used: CLPE | |
|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Welcome to The Centre for Literacy in Primary Education The Centre for Literacy in Primary Education is a UK based children's literacy charity working with primary schools. Our work raises the achievement of children's reading and writing by helping schools to teach literacy creatively and effectively, putting quality children's books at the heart of all learning. We offer courses at our literacy library in central London and deliver training in various regional locations as well as provide a wide range of free resources for Primary teachers. |
| Personal Data Items | Teacher • Name |
| Why is it being processed? | https://clpe.org.uk/content/privacy-cookies |
| Who is data shared with? | https://clpe.org.uk/content/privacy-cookies |

| System used: Consent for educational visits | |
|---------------------------------------------|-----------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Consent information for all educational visits including day trips and residential visits |
| Personal Data Items | Pupil Name DOB Health conditions Medication Dietary requirements Contact information Family doctor |
| Why is it being processed? | To ensure school has up to date information when taking children off site |
| Who is data shared with? | NCC or medical practitioners / providers |

| System used: CPOMS | |
|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | CPOMS - Safeguarding and Child Protection Software for Schools Secure online monitoring of child protection, safeguarding and wider student pastoral welfare for schoolls. CPOMS is software application for monitoring child protection, safeguarding and a whole range of pastoral and welfare issues. Working alongside a school's existing safeguarding processes, CPOMS is an intuitive system to help with the management and recording of child protection, behavioural issues, bullying, special educational needs, domestic issues and much much more. Using CPOMS, schools can ensure that students are safe and fully supported, whilst school staff can focus on teaching and providing support, instead of administration. |
| Personal Data Items | Pupil Name Class Details of incident Admission Date DOB SEN, with status Medical Conditions UPN Pupil Premium Religion EAL LAC Year Group Ethnicity First Language |

| | Pregnancy |
|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | Main contact |
| | NameTelephone Number |
| Why is it being processed? | To comply with statutory obligations regarding safeguarding and child protection. To provide a secure repository for personal data and ensure that records are effectively maintained. |
| Who is data shared with? | School staff, subsequent school if using CPOMS, Meritec for support, outside agencies, parents. |

| System used: Data tracking spreadsheets | |
|-----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Spreadhseets (excel) to track progress of children over the course of their school career. |
| Personal Data Items | Name date of birth gender class year FSM SEN Assessment info |
| Why is it being processed? | Processing this data is necessary for the completion of a public task and for the school to meet statutory requirements |
| Who is data shared with? | Different elemetns of data are shared with different parties including: other staff, Governors and parents |

| System used: DFE-Census and workforce Census | |
|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | The school workforce census is a statutory data collection that takes place each autumn. You must complete statutory censuses by law unless there's a good reason not to. The census collects data on all teaching and support staff in regular employment, including those working for: local authorities on central contracts local-authority-maintained schools academies free schools, including: studio schools university technical colleges pupil referral units (local authority establishments that provide education for children who cannot attend a mainstream school) Local authorities are responsible for: coordinating and approving the submission of census data from all their maintained schools submitting data for centrally employed school staff Academies are responsible for submitting and approving their own census data. |

| Personal Data Items | Staff |
|----------------------------|----------------------------------------|
| | Name |
| Why is it being processed? | https://www.gov.uk/help/privacy-notice |
| Who is data shared with? | https://www.gov.uk/help/privacy-notice |

| System used: Dietary requirements information sheets | |
|------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Required documents for specific chidlren with severe allergies / intolerances and religious observations (food) |
| Personal Data Items | Pupil Name DOB Dietary information |
| Why is it being processed? | Health and safety - to avoid children coming into contact with specific foods |
| Who is data shared with? | n/a |

| System used: Eduspot | |
|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Teachers2parents; School Money; Behaviour Watch; School Pod; School Website Design; Parents Evening; Cashless Catering; School App |
| Personal Data Items | Name School Classes Email Pupils Name Class age Performance Data SEND Gender |
| Why is it being processed? | To provide the school with a range of tools for recording reporting and communication with parents/carers |
| Who is data shared with? | n/a |

| System used: Eschools Website Provider | |
|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | On-line school website building tool |
| Personal Data Items | School Information Name Address Contact information Class names Staff names Governor names Year group information (planning, homework) Newsletters Pupil Photographs Photographs |
| Why is it being processed? | To inform parents and the wider community about the life of the school |
| Who is data shared with? | The general public eschools is a public facing website |

| System used: EVOLVE visits | |
|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | An online system for the planning, approval and management of educational visits, sports fixtures and extra-curricular activities. |
| Personal Data Items | Staff Name e-mail address IP address Location data Qualifications Pupil Name Date of Birth UPN |
| Why is it being processed? | To reduce paperwork, simplify procedures, produce self-review and inspection preparation data, and improve staff confidence in that they automatically follow both employer, and National Guidelines. |
| Who is data shared with? | 'The only time that any information will be shared by us outside of our services is where our Customer has asked us to configure the service so that it shares certain data with specified third party programs including calendars.' |

| System used: Fonetti | |
|----------------------------|-------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | App to hear pupils read and to develop pupil reading |
| Personal Data Items | school business contact Name email address financial details Child Name Year of birth App usage Teacher Name Email |
| Why is it being processed? | To allow analysis of reading progress & company to function |
| Who is data shared with? | Not shared |

| System used: Google Classroom | |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | A free and easy tool helping educators efficiently manage and assess progress, while enhancing connections with learners from school, from home, or on the go. |
| Personal Data Items | Teacher • Name Child • Name |
| Why is it being processed? | https://policies.google.com/privacy?hl=en-GB#infocollect |
| Who is data shared with? | https://policies.google.com/privacy?hl=en-GB#infocollect |

| System used: Google drive for education | |
|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | suite of online tools for staff and pupils, including Google drive, docs, slides, sheets, gmail and Google classroom. |

| Personal Data Items | Staff |
|----------------------------|-----------------------------------------------------------------------|
| | NameClasses / groupsGmail address |
| | Pupil |
| | NameClasses / groupsGmail address |
| | Governor |
| | NameGmail address |
| Why is it being processed? | To provide Google drive for education to staff, pupils and governors. |
| Who is data shared with? | Staff and Pupils |

| System used: Google Meet | |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Google Meet is a video-communication service developed by Google. It is one of two apps that constitute the replacement for Google Hangouts, the other being Google Chat |
| Personal Data Items | teacher Name thild Name |
| Why is it being processed? | https://policies.google.com/privacy?hl=en-GB |
| Who is data shared with? | https://policies.google.com/privacy?hl=en-GB |

| System used: Governance | |
|-------------------------|----------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Details of all members of the Governing Body |
| Personal Data Items | Name |
| | NameAddressContact Details |

| | PhotosAttendance at MeetingsPecuniary Interests |
|----------------------------|-------------------------------------------------------------------------------------|
| Why is it being processed? | Statutory Requirement |
| Who is data shared with? | Local Authority and the general public |

| System used: Hamilton Trust | |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Hamilton Trust is a UK charity working to support inspirational teaching and learning through its website and projects. Mike O'Regan founded Hamilton in 1988 to support the education of children in the Blackbird Leys, Rose Hill and Barton estates in Oxford - children whose educational potential had long been underestimated. Hamilton aims to enable children from areas of socio-economic disadvantage to create for themselves the life opportunities they deserve through high-quality education and high expectations. Hamilton continues to work closely with primary schools in Oxford and to derive enormous amounts of inspiration for improving educational opportunities from doing so. Professor Ruth Merttens joined Hamilton in 1996 as Co-director. With Mike, she set up and directed the Hamilton Maths and Reading Projects to boost those subjects in Oxford schools located in areas of significant deprivation. As word leaked out about Hamilton's planning materials, demand for them spread, and Hamilton started providing them to teachers in other schools. These formed the basis of Hamilton's original 'Save teachers' Sundays!' website, which enabled a much wider audience to access these plans. Hamilton's website continues to provide high quality, fully adaptable planning and resources to primary school teachers to help them teach robust and engaging lessons. Hamilton also supports and runs various education projects that provide support to its local community and across the country. |
| Personal Data Items | Name Email name Name Age year group |
| Why is it being processed? | https://www.hamilton-trust.org.uk/terms-and-conditions/privacy-policy/ |
| Who is data shared with? | https://www.hamilton-trust.org.uk/terms-and-conditions/privacy-policy/ |

| System used: Health & Safety | |
|------------------------------|----------------------------------|
| Owner | Branton Community Primary School |
| | |

| Description | Records pertaining to Health & Safety |
|----------------------------|-------------------------------------------------------------------------------------------------------|
| Personal Data Items | Name Contact details D.o.B Record of Accident/Incident Child |
| | Name Contact details D.o.B Record of Accident/Incident Visitor |
| | Name Contact details D.o.B Record of Accident/Incident |
| Why is it being processed? | To ensure Health and Safety Regulations are followed |
| Who is data shared with? | NCC, school staff and parents |

| System used: Huggg | |
|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Purchase and send supermarket vouchers to those in need. Manage funds and give recipients choice all in one simple to use platform. |
| Personal Data Items | parent • Name child • Name • age |
| Why is it being processed? | https://www.huggg.me/privacy |
| Who is data shared with? | https://www.huggg.me/privacy |

| System used: Lightspeed Internet Filtering | |
|--------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | The Lightspeed Rockets provide DfE compliant Internet Filtering Services for all schools connected to the Internet through NCC. |
| Personal Data Items | Staff |

| | Name Machine name I/P address URLs visited School |
|----------------------------|-----------------------------------------------------------------------------------------------------------|
| | Pupil Name Name Machine name I/P address URLs visited School |
| Why is it being processed? | Statutory requirement to filter Internet services for school users |
| Who is data shared with? | School leadership, LSCB and police if serious incident occurs |

| System used: Local Authority moderation of work | |
|-------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | The Local Authority arranges a number of meetings with groups of schools where pupil work is presented along with grades and cross moderated to ensure consistency of assessment in schools across the County. |
| Personal Data Items | School Name Staff Initials Pupil Initials Gender Unique pupil number (UPN) |
| Why is it being processed? | As part of the statutory? requires for assessment and moderation in schools |
| Who is data shared with? | Other NCC staff |

| System used: Looked After Children Records - Electronic | |
|---------------------------------------------------------|---------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Information relating to children who are in Looked After Care |
| Personal Data Items | Pupil |

| | Name Date of Birth Address Personal Education Plan Health Needs Social Care Needs Educational Needs Family Background Parents & Carers Name Contact Details Address Staff Name Position External Support Name Organisation Position Address Contact Details |
|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Why is it being processed? | To support the education of children who are Looked After |
| Who is data shared with? | Social Workers, Local Authority, Carers, Receiving school |

| System used: Looked After Children Records - Paper | |
|----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Information relating to children who are Looked After |
| Personal Data Items | Pupils Name Date of Birth Address Personal Education Plan Health Needs Social Care Needs Educational Needs Family Background Parents & Carers Name Contact Details |

| | • Address • |
|----------------------------|------------------------------------------------------------------------------------------------------|
| | Staff |
| | NamePosition |
| | External Support Workers |
| | NameOrganisationPositionAddressContact Details |
| Why is it being processed? | To support the education of children who are Looked After |
| Who is data shared with? | Social Workers, Local Authority, Carers, Receiving School |

| System used: Medical Files - Electronic | |
|-----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Information in respect of specific medical needs of an individual student |
| Personal Data Items | Pupils Name Date of Birth Address Health Needs Social Care Status Educational Needs Medical History Medication Details Parents/Carers Name Address Contact Details |
| | Name Position External Support Workers Name Organisation Position Address Contact Details |

| Why is it being processed? | To ensure access to education |
|----------------------------|----------------------------------------------------------------------------------------------------------------------------|
| Who is data shared with? | Parents/Carers (as appropriate), Social Workers, Health Care Professionals, receiving schools, LA workers (as appropriate) |

| System used: Medical Files - Paper | |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Information in respect of specific medical needs of an individual student |
| Personal Data Items | Pupils Name Date of Birth Address Health Needs Social Care Status Educational Needs Medical History Medication Details Parents/Carers Name Address Contact Details Staff Name Position External Support Workers Name Organisation Position address Contact details |
| Why is it being processed? | To ensure access to education |
| Who is data shared with? | Parents/Carers (as appropriate); Social Workers; Health Care Professionals, receiving schools, LA workers as appropriate |

| System used: Medical log | |
|--------------------------|-----------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | File of medical information for each child: asthma, medication administered, heath care plans, risk assessments |
| Personal Data Items | Pupil |

| | Name Inhaler / medication information (doseage) DOB Class Medical condition Signs and symptoms Treatment Parental consent Name of medication and dose Side effects Storage requirements Special equipment Testing needed Access to food drink Dietary requirement Staff support Contingency arrangements Family / emergency contacts Hazard Risk Control measures / risk evaluation |
|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Why is it being processed? | Health and safety of child |
| Who is data shared with? | Staff, NCC and NHS professionals |

| System used: Microsoft Teams | |
|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Remote learning with Office 365 for students Microsoft Teams for Education Whether you're learning at home for long periods of time or just outside of class, access Office 365 for free, stay connected, and learn in a way that's right for you. Get startedTips for successful online learning Get set up Students at eligible institutions can sign up for Office 365 Education for free. That means access to apps like Word, PowerPoint, and Teams from any web browser. Plus, all the work you create will automatically be saved and backed up in the cloud. Get started with Office 365 for free Already have Office 365? Sign in. Tip: Click Install Office from Office.com to download Office apps to your desktop device. Work together as a class or group Microsoft Teams is a digital hub that brings conversations, content, and apps together in one place. If your classes are using Teams, you'll be able to connect with your classmates, ask your teacher questions, work on your homework, and track the work you've got coming up. Not part of any teams yet? No problem! You can create your own to work on group projects and keep in touch from your computer or phone. Join virtual meetings set up by your teacher and even blur your background |
| Personal Data Items | Teacher • Name Child |

| | Name |
|----------------------------|------------------------------------------------------|
| Why is it being processed? | https://privacy.microsoft.com/en-us/privacystatement |
| Who is data shared with? | https://privacy.microsoft.com/en-us/privacystatement |

| System used: National Centre for Excellence in the Teaching of Mathematics (NCETM) | |
|------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | NCETM provides professional development for staff in the teaching of Mathematics Children's chances of succeeding in education and life will be maximised if they develop deep and lasting procedural and conceptual mathematical understanding. The NCETM's teaching for mastery section explains the rationale for this teaching approach, and presents case studies from schools, together with interviews with teachers involved in mastery projects through the Maths Hubs programme. |
| Personal Data Items | Staff • Name • email address • School |
| Why is it being processed? | To provide access to the wide range of resources available online. |
| Who is data shared with? | Tribal and school staff. |

| System used: National Tutoring Programme (NTP) | |
|------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | The National Tutoring Programme offers highly tailored tuition support for pupils, to help those whose education has been most impacted by the pandemic. |
| Personal Data Items | Name SEN Status PP Funding Status Attainment Level Special Learning Needs Safeguarding Info/Risk Assessments |
| Why is it being processed? | To perform the services of the National Tutoring Programme |
| Who is data shared with? | https://nationaltutoring.org.uk/legal/privacy-notice/ |

| System used: Nereo (Matrix) | |
|-----------------------------|-----------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | North East Regional Employers' Organisation is one of eleven regional |

| | bodies that support local authorities across England, Wales and Northern Ireland. NEREO's function is to support local authorities and partner organisations in the fields of Human Resources, Organisational Development and Employee Relations in all their complex and varied forms. NEREO is a small organisation with a big reputation. Our staff have over a hundred years experience of working in the public sector. Some have voluntary and private sector experience too. The Governance of NEREO is carried out by an Executive Committee made up of Elected Member representatives from each of the local authorities. |
|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Personal Data Items | Name Date of birth |
| Why is it being processed? | https://www.nereo.gov.uk/privacy-notice/ |
| Who is data shared with? | https://www.nereo.gov.uk/privacy-notice/ |

| System used: NFER | |
|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Assessment materials, reading test and pupil progress data |
| Personal Data Items | Name School Contact details Pupil Name Date of birth School Performance data |
| Why is it being processed? | To assess pupil attainment and help staff track progress and set targets. |
| Who is data shared with? | Not shared |

| System used: Northumberland School Readiness Passport | |
|-------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | The School Readiness Passport is primarily a transition document. It will be used to gather information about key events in a child's early life. |
| Personal Data Items | Name Gender Date of Birth Unique Identifier |

| | PP Information Entitlement of hours Special Needs Information Development Progress |
|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Why is it being processed? | This information will be gathered from the child's parents/carers and we do not access or use this data in any way other than as required to enable developmental progress tracking of young children and promote clear transitions between early years settings. |
| Who is data shared with? | https://www.northumberland.gov.uk/NorthumberlandCountyCouncil/media /About-the-Council/information%20governance/Schools-Readiness- Passport-Privacy-Notice.pdf |

| System used: Numbots- Maths Circle LTD | |
|----------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | NumBots is a website and app that helps build an understanding in and recall of addition and subtraction facts. |
| Personal Data Items | Child Name Year Group Maths Class School Name Address Teachers Name Email Address |
| Why is it being processed? | https://ttrockstars.com/page/privacy |
| Who is data shared with? | https://ttrockstars.com/page/privacy |

| System used: Oak Acadamy | |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Oak National Academy provides free video lessons, slides and worksheets to support teachers and pupils to keep learning. Created by teachers in response to coronavirus, the resources are freely available, to complement schools' own teaching. Lessons cover a broad range of subjects, from reception to year 11. There are no sign-ups or logins required. |
| Personal Data Items | Teacher |

| | Name |
|----------------------------|--------------------------------------|
| | Pupil |
| | NameAge |
| Why is it being processed? | https://privacy.thenational.academy/ |
| Who is data shared with? | https://privacy.thenational.academy/ |

| System used: Oxford Owls | |
|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Oxford Owl for School Teaching resources and expert school improvement support Remote learning guidance and support Award-winning subscriptions and leadership support Free teaching resources and eBooks Advice and support for parents Educational activities and games Free eBook library for 3- to 11-year-olds |
| Personal Data Items | Teacher Name Parent Name Child Name Age |
| Why is it being processed? | https://global.oup.com/privacy?cc=us |
| Who is data shared with? | https://global.oup.com/privacy?cc=us |

| System used: Parent mail | |
|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Parent mail provides a number of useful communication tools for the school, including: Text Only Messaging Online Payments Parents' Evening Manager Online Form Collection Meetings & Events |
| Personal Data Items | • Name • School email address Staff |
| | NameClass |

| | Title e-mail Gender Telephone number DOB School address |
|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | Pupil |
| | Name Year Parent/carer name Title Class Gender DOB Address DOB Parent/carer |
| | Name Telephone number email address Title Gender Address |
| Why is it being processed? | To provide access to a range of communication and payment tools |
| Who is data shared with? | School staff |

| System used: ParentPay | |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | ParentPay is an online payment service for schools and families. |
| Personal Data Items | Name Gender Pupil Name Date of birth Gender Groups Dietary requirements Postal address UPN Roll number Meal selections and history Emergency contact information |

| | Medical details EHIC Doctors contact Passport Parent/Carer |
|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | Name Gender Address Phone number Email Payment history & balance Payment card details |
| Why is it being processed? | To provide parents with an online payment system for meals, school trips and other activities/resources. |
| Who is data shared with? | School staff |

| System used: Pebble | |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Online platform to help schools fundraise. |
| Personal Data Items | • Name • Address • Email Parent • Name • Address • Email |
| Why is it being processed? | To provide an online platform to help schools manage fundraising and provide an easy system for parents to access fundraising. |
| Who is data shared with? | School staff |

| System used: Performance Management | |
|-------------------------------------|----------------------------------------|
| Owner | Branton Community Primary School |
| Description | Staff appraisals |
| Why is it being processed? | To assist SLT in reviewing performance |
| Who is data shared with? | Staff member |

| System used: Personnel files | |
|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Information relating to staff employment |
| Personal Data Items | Name Address Telephone number e-mail address National Insurance Number Qualifications DOB Contract Payroll no. Employment history References Leave of absence DBS checked |
| Why is it being processed? | Necessary for employment |
| Who is data shared with? | NCC and/or HR provider and/or Payroll provider |

| System used: Phonics play | |
|----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Interactive phonics games, phonics planning, assessment ideas and many teaching ideas and resources to help children to learn |
| Personal Data Items | School |
| | Name |
| | Pupil |
| | Name |
| | Staff |
| | Name |
| Why is it being processed? | To provide access to online learning resources for pupils and staff. |
| Who is data shared with? | Staff |

| System used: Photographs and videos of staff and pupils. | |
|----------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Permission to display staff and pupil photographs (unnamed) and video on the school website and social media platforms. |

| Personal Data Items | StaffNamePhotographVideo |
|----------------------------|------------------------------------------------------------------------------|
| | PupilPhotograph (unnamed)Video (unnamed) |
| | GovernorNamePhotograph |
| Why is it being processed? | To celebrate the life and work of the school. |
| Who is data shared with? | The public |

| System used: Place Leisure- School Swimming Management System | |
|---------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | The SSMS is a digital assessment tool, assessing pupils using Swim England School Swimming and Water Safety Charter. It is matched against the National Curriculum programmes of study and provides schools with termly reports. Reports evidence statistics to unlock Sports Premium funding for further swimming lessons. The product gives Places Leisure an important opportunity to gather national data to report on school swimming and influence national networks. Data gathered will strengthen potential to 'close the gap' for the 30% not yet meeting the standard. The system requires a school pupil data upload containing basic details for pupils swimming each term. Data is automatically uploaded to the Places Leisure School Swim App where school swim instructors assess pupils against Swim England's School Swimming Awards. Schools receive a termly update on pupil attainment for all pupils we have the data for. |
| Personal Data Items | Name UPN Year Group DOB Gender SEN information Medical Needs EAL Pupil Premium |
| Why is it being processed? | To capture the progress of children in swimming |
| Who is data shared with? | N/A |

| System used: Read Write Inc Website (www.ruthmiskin.com) | |
|----------------------------------------------------------|------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | A website linked to the scheme Read Write Inc which includes a staff portal. |
| Personal Data Items | • Name • Address • Email • Telephone Number • Role |
| Why is it being processed? | https://www.ruthmiskin.com/en/privacy-policy/ |
| Who is data shared with? | https://www.ruthmiskin.com/en/privacy-policy/ |

| System used: Recruitment information | |
|--------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Part of the job application process |
| Personal Data Items | Name Name DOB Address Educational establishments attended Qualifications Disciplinary Records Appraisal Records Salary information |
| Why is it being processed? | As part of the recruitment process |
| Who is data shared with? | Governors/ shortlisting panel/ SIP/ HR |

| System used: Registers | |
|----------------------------|------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Daily register, after school club registers, lunch register |
| Personal Data Items | Name Address Date of Birth Lunch Status Attendance |
| Why is it being processed? | To monitor children's attendance - legal obligation. |

| System used: Safeguarding Records | System used: Safeguarding Records - Electronic | |
|-----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Owner | Branton Community Primary School | |
| Description | Records relating to safeguarding of children | |
| Personal Data Items | Pupils Name Date of Birth Address Health Needs Social Care Status Educational Needs Child Protection Plan/Actions Parent/Carers Name Address Contact Details Staff Name Position Social Care Worker Name Address Contact Details External Support Workers Name Organisation Position Address Contact Details | |
| Why is it being processed? | Statutory obligations and to support educational entitlement | |
| Who is data shared with? | Parent/Carer as appropriate, key workers as appropriate, LA workers as appropriate, Police | |

| System used: Safeguarding Records - Paper | |
|-------------------------------------------|----------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Records relating to safeguarding of children |
| | |

| Personal Data Items | Pupils |
|----------------------------|--------------------------------------------------------------------------------------------|
| | NameDate of Birth |
| | AddressHealth Needs |
| | Social Care Status |
| | Educational Needs |
| | Child Protection Plan/Actions |
| | Parent/Carers |
| | Name |
| | Address Contact Dataila |
| | Contact Details |
| | Staff |
| | Name |
| | Position |
| | Social Care Worker |
| | Name |
| | Address Contact Dataila |
| | Contact Details |
| | External Support Workers |
| | Name |
| | Organisation |
| | PositionAddress |
| | Contact Details |
| Why is it being processed? | Statutory obligations and to support educational entitlement |
| Who is data shared with? | Parent/Carer as appropriate, key workers as appropriate, LA workers as appropriate, Police |

| System used: SAS - Staff absence Insurance | |
|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | AIS offer staff absence insurance support aimed specifically at schools with restrictive budgets. We guarantee a saving on any like-for-like quote, meaning your school can retain more of your budget to invest in other areas. Along with the financial support, AIS also offer several health and wellbeing services for staff and pupils to access. Included as standard is: • Continuous Cover • Cover for all Staff up to 70 Years Old • Flexible Cover; choose who you insure, along with your own Excess and Daily Benefit options • Maternity, Paternity & Adoption Benefit (optional) • Phased Return Benefit • Stress cover options of 0, 30 days or full cover • Generous time limits – schools have 30 calendar days to report a claim • |

| | Cover for sickness, accident, jury service and bereavement • Nurse Telephone Support Service through our in-house NMC registered nurses • 24/7 365 days a year, worldwide GP helpline, that always goes through to a trained medical professional |
|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Personal Data Items | • Name • Date of Birth |
| Why is it being processed? | https://schooladvice.co.uk/wp-content/uploads/2019/11/PrivacyPolicy.pdf |
| Who is data shared with? | https://schooladvice.co.uk/wp-content/uploads/2019/11/PrivacyPolicy.pdf |

| System used: School Gateway | |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | School Gateway is your school's app available on Android, iOS and the web. It'll work on phones tablets, laptops and even smart watches. Your school can decide which services they'd like parents to access with it. When you log into the app, each of the services your school provides will appear in a list for you to choose from. Below are some examples of the services your school might provide on School Gateway. |
| Personal Data Items | Name email child Name Date of birth medical condition |
| Why is it being processed? | https://schoolcomms.com/privacy-policy/ |
| Who is data shared with? | https://schoolcomms.com/privacy-policy/ |

| System used: School meals identification | |
|------------------------------------------|--------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Identification of pupils for meals |
| Personal Data Items | Pupil Name Photograph Dietary requirement |
| Why is it being processed? | To ensure the pupils receive appropriate dietary requirements, particularly those with food allergies. |
| | |

| Who is data shared with? | Not shared |
|--------------------------|------------|
|--------------------------|------------|

| System used: School360 | |
|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Learning platform for Northumberland schools with links to 3rd party educational resource providers. |
| Personal Data Items | Pupil Name School id Class/Group Year UPN (Unique Pupil Number) Gender Attendance (If School360 used for registration) Pupil concern reports EYFS reflections Staff Name Staff Alternative e-mail address Teacher pupil notes |
| Why is it being processed? | To facilitate setting up and access to the County learning platform - School360 |
| Who is data shared with? | SIMs Wonde Frog Learning Just2easy Interactive Resources |

| System used: SchoolGrid | |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | SchoolGrid provides kitchen management software to schools and caterers across the public sector. |
| Personal Data Items | Pupil/parent/guardian account |
| Why is it being processed? | ? Allowing parents and guardians to control their child's school meal service ? Providing (often critical) nutrition and allergy information to parents and guardians ? Contacting parents and guardians, possibly in case of emergency ? Providing parents and guardians with cashless payment options ? Providing parents and guardians with a means to submit feedback regarding the school meals service |
| Who is data shared with? | 1. In certain circumstances, We may be legally required to share certain |

data held by Us, which may include your personal data, for example, where We are involved in legal proceedings, where We are complying with legal obligations, a court order, or a governmental authority. 2. We may sometimes contract with third parties to supply services to you on Our behalf, such as card payment processing. In some cases, the third parties may require access to some or all of your data. Where any of your data is required for such a purpose, We will take all reasonable steps to ensure that your data will be handled safely, securely, and in accordance with your rights, Our obligations, and the obligations of the third party under the law. 3. We may compile statistics about the use of Our Site including data on traffic, usage patterns, user numbers, sales, and other information. All such data will be anonymised and will not include any personally identifying data, or any anonymised data that can be combined with other data and used to identify you. We do this to ensure that our site performs well and to identify any software issues. 4. We may from time to time share such data as described above with third parties such as prospective investors, school caterers (where they are contracted to provide food services at your child's school, and partners. Data will only be shared and used within the bounds of the law.

| System used: Scratch | |
|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | With Scratch, you can program your own interactive stories, games, and animations — and share your creations with others in the online community. Scratch helps young people learn to think creatively, reason systematically, and work collaboratively — essential skills for life in the 21st century. Scratch is a project of the Lifelong Kindergarten Group at the MIT Media Lab. It is provided free of charge. |
| Personal Data Items | Teacher Name Child Name Age Parent Name |
| Why is it being processed? | https://scratch.mit.edu/privacy_policy |
| Who is data shared with? | https://scratch.mit.edu/privacy_policy |

| System used: SEND electronic records | |
|--------------------------------------|-----------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Records relating to Special Educational Needs and Disability for individual |

| | pupils |
|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Personal Data Items | Pupils • Name • Date of Birth • Address • Health Needs • Social Care Status • Educational Needs • SEND History |
| | Parents / Carers • Name • Address • Contact details Staff |
| | NamePosition External Support Workers |
| | Name Organisation Position Address Contact details |
| Why is it being processed? | To ensure appropriate levels of support for the student in relation SEND needs |
| Who is data shared with? | Parents/Carers as appropriate; Social Workers; Health Care Professionals; Receiving Schools; Youth Offending Teams (case dependent); LA Workers as appropriate |

| Branton Community Primary School |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Branton Community Primary School |
| Diamon Community Filmary School |
| Records relating to individual pupil's SEND history |
| Name Date Of Birth Address Medical Information Health & Social Care Specific Educational Needs Interventions In Place Parents |
| |

| | NameAddressContact Details |
|----------------------------|------------------------------------------------------------------------------------------------------|
| | Staff |
| | NamePosition |
| | External Support |
| | NameOrganisationPositionAddressContact Details |
| Why is it being processed? | To support educational entitlement to meet statutory obligations |
| Who is data shared with? | Case workers, Parents, local Authority and Receiving Schools |

| System used: Senso Cloud | |
|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | The Cloud Based Platform for Device Monitoring and Management. All-In- One Software for Network, Classroom, Safeguarding and Asset Management, and for managing and monitoring any Windows and Chrome device from a Centralised Web portal |
| Personal Data Items | Name Marital status Title DOB Gender Address Email Address Telephone number |
| Why is it being processed? | For filtering and monitoring services across school devices, to carry out our obligations arising from the performance of the contract entered and to comply with a legal or regulatory obligation. |
| Who is data shared with? | External third parties - details and lawful basis all set out on website privacy notice. |

| System used: SIMS | |
|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | SIMS is a management information system used by maintained schools in the UK. It provides, teachers, senior leaders and support staff with the |

| | tools to efficiently manage daily school life and drive improvement in thei schools. |
|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Personal Data Items | Pupil Name Date of birth Address Title Gender Class Year Parent/carer name UPN Dietary Requirements Medical information Attendance/exclusion FSM SEN Assessment information Child Protection Plan School history Looked After Information |
| | Parent/Carer Name Address Phone number email address Gender Title DOB Parental responsibility Language Occupation |
| | Name Address Phone number email address Title Gender DOB NI Number Ethnicity Bank Account Information Qualifications Disability & Medical Information Religion Marital status Language |

LanguagePassport Information

| | Dietary requirements Absences Car information Next of Kin Payroll number DBS Information |
|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Why is it being processed? | Processing of this data is necessary for the completion of a public task and for the school to meet statutory requirements. |
| Who is data shared with? | Parents |

| System used: Social media sites e.g. Twitter, Facebook | |
|--------------------------------------------------------|-------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Social Media tool used to inform parents about events in school and celebrate children's achievement. |
| Personal Data Items | Pupil Photos (unnamed) Videos (unnamed) School name Classes |
| Why is it being processed? | Unnamed photos of pupils and their work are used on the site |
| Who is data shared with? | Information shared with parents |

| System used: Tapestry | |
|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | An online journal recording all the learning and fun of children's early years education. |
| Personal Data Items | Name Address Email address and name of person who pays for service in school Pupil Name Date of birth Notes on progress Photographs Videos Address Parent Name |

| | email address |
|----------------------------|-------------------------------------------------------------------------------------------------------------------|
| | Staff |
| | Name Email address |
| Why is it being processed? | To provide access to an online early years journal which records pupil activity and progress throughout the year. |
| Who is data shared with? | The child's? new school if it uses Tapestry. |

| System used: Teachers2Parent | |
|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Parent/Staff/Other Text Messaging System |
| Personal Data Items | Staff Name Telephone number Pupil Name Registration group Year group Parent/Carer Name Primary telephone number Secondary telephone number Taxi driver Taxi driver Taxi drivers name Taxi drivers telephone number Taxi escort taxi escort name Taxi escort telephone number |
| Why is it being processed? | To provide access to Communication tool for contact between school and parent/carer/staff/other |
| Who is data shared with? | School staff |

| System used: The Headteacher Report | |
|-------------------------------------|----------------------------------|
| Owner | Branton Community Primary School |
| | |

| Description | Here at The Headteacher's Report, our entire existence revolves around creating the most dynamic, professional and easy to understand reports for our Heads, CEOs and their Governors and trustees alike. We understand how many leadership hours it typically takes to produce a Headteacher's Report from scratch. With this in mind, we set ourselves the challenge of making this process quicker, simpler and smarter, whilst producing beautifully presented reports. We live and breathe education, no problem is too big to solve and we chuck in a big slice of our family orientated small-business passion into every single report. We help make reporting to Governors and trustees that little bit easier so that you don't have to burn the midnight oil trying to finish your report. |
|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Personal Data Items | Pupil |
| | Name |
| | Teacher |
| | Name |
| Why is it being processed? | https://theheadteachersreport.com/data-protection-privacy-policy/ |
| Who is data shared with? | https://theheadteachersreport.com/data-protection-privacy-policy/ |

| System used: The National College | |
|-----------------------------------|------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | A provider of online training for staff & governors |
| Personal Data Items | Staff member Name Job Title Email Phone number Governor Name Email Phone number |
| Why is it being processed? | In order to provide access to online training and for billing purposes |
| Who is data shared with? | Contractors to provide service |

| System used: Times Tables Rock Stars | |
|--------------------------------------|-------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Online times tables practice and testing. |
| Personal Data Items | Staff |

| | Name Email address School name School address Pupil Name Year group Maths group |
|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Why is it being processed? | To provide access to online learning tool. |
| Who is data shared with? | Staff |

| System used: Top Marks Spelling Games | |
|---------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Welcome to Topmarks Topmarks is a leading independent educational website for children, teaching professionals and parents. Topmarks gives children the opportunity to learn online, through safe, fun and engaging games and activities. We feature great, educationally sound online resources. Topmarks is a safe environment for children because we only include trustworthy, reliable educational content. A good place to start is our fun learning games area. |
| Personal Data Items | Teacher • Name Child • Name • Age Parents • Name |
| Why is it being processed? | https://www.topmarks.co.uk/PrivacyPolicy |
| Who is data shared with? | https://www.topmarks.co.uk/PrivacyPolicy |

| System used: Twinkl | |
|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | We're here to 'help those who teach'. It's what brings us to work every day. We're proud to create educational resources that can be used at each step of a child's learning journey. Our teacher-created resources provide entire schemes of work, lesson planning and assessments right through to online educational games, augmented reality and so much more. We have over 525,000 resources and new content gets added |

| | every day. You'll find we've normally got what you need before you even know you want it. |
|----------------------------|-------------------------------------------------------------------------------------------|
| Personal Data Items | Teacher |
| | Name |
| | child |
| | Name |
| Why is it being processed? | https://www.twinkl.co.uk/legal |
| Who is data shared with? | https://www.twinkl.co.uk/legal |

| System used: Visitor book | |
|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Log of all visitors into school / fire regulations |
| Personal Data Items | Visitor Name Date and time Car registration Purpose of visit Company |
| Why is it being processed? | Safeguarding, health and safety, fire regulations |
| Who is data shared with? | School staff, visitors |

| System used: White Rose Maths and Science | |
|-------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Influenced, inspired and informed by the work of leading maths researchers and practitioners across the world, White Rose Maths brings together a team of highly experienced and passionate maths teaching experts to train, guide, help and support all those who want to make change happen in their schools. We're guessing that might include YOU! If so, we offer you in-depth training programmes, a vast bank of clear, practical resources (many of them available free of charge), and the bespoke support you want and need to keep raising the bar. We'll not only make your job a whole lot simpler, we'll help you change the future for every child. |
| Personal Data Items | Name Date of Birth Gender Email address |

| | Payment details |
|----------------------------|-------------------------------------------------------------------------|
| | Child |
| | NameAgeGenderEmail address |
| | Parent |
| | NameAgeGenderEmail address |
| Why is it being processed? | https://whiterosemaths.com/privacy/ |
| Who is data shared with? | https://whiterosemaths.com/privacy/ |

| System used: Wonde | |
|----------------------------|-----------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Manages transfer of data from Sims MIS to School360. |
| Personal Data Items | Staff Name Pupil Name School id Class/group Year UPN Gender Attendance |
| Why is it being processed? | To facilitate the exchange of data to allow the set up of school360 for a school. |
| Who is data shared with? | School360 users |

| System used: Y4 Multiplication Check | |
|--------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | What is the Multiplication Tables Check. The Multiplication Tables Check (MTC) is a key stage 2 assessment to be taken by pupils at the end of year 4 (in June). From the 2019 / 2020 academic year onwards. The purpose of the MTC is to make sure the times tables knowledge is at the |

| | expected level. |
|----------------------------|------------------------------------------------------------------------------------------------|
| Personal Data Items | child |
| | Name |
| Why is it being processed? | https://www.gov.uk/government/publications/multiplication-tables-check-administration-guidance |
| Who is data shared with? | https://www.gov.uk/government/publications/multiplication-tables-check-administration-guidance |

| System used: Zoom | |
|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner | Branton Community Primary School |
| Description | Zoom helps businesses and organizations bring their teams together in a frictionless environment to get more done. Our easy, reliable cloud platform for video, voice, content sharing, and chat runs across mobile devices, desktops, telephones, and room systems. |
| Personal Data Items | Teacher • Name Parent • Name |
| Why is it being processed? | https://zoom.us/trust |
| Who is data shared with? | https://zoom.us/trust |