



Prudhoe Community High

GDPR Privacy Notice Summary Report

Date: 06/06/2025

Data Protection Officer: Helen Pye

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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 |
|---------------------------------------|---|------------------|
| Academy BPS | Budget Planning Software (BPS) for budget setting and monitoring. Part of the Core Financial Support Package provided by Schools Financial Services. | |
| Accident Report Form | ACC1 form for reporting accidents to NCC | |
| Assessment Records | Electronic and paper mark books | |
| Attendance file | Attendance information about pupils and classes | yes |
| Behaviour Files - Paper (in class) | Information relating to the behaviours of particular pupils | yes |
| Bromcom | To provide the best MIS and finance solution for all schools to help improve student outcomes. Bromcom have over 10 years of experience of delivering using the Cloud, we are the most experienced MIS provider. We are constantly developing our system to reduce bolt ons. We present our software via up to date browser technology and an intuitive user friendly interface making everyday tasks simple to find and execute. | yes |
| CCTV | CCTV | |
| 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 |
| Commando Joes | The Commando Joe online judgement tool allows leaders to take a snapshot glance at progress of the 7 behaviour traits across the school/classes. This alongside academic attainment shows progress of all groups including pupils eligible for Pupil Premium or those with SEND. | yes |
| Compass and careers tracking | We have created Compass and Tracker, free online tools for schools and colleges in England. Compass helps you to evaluate your institution's careers activity against the eight benchmarks of best practice — known as the Gatsby Benchmarks. Features and benefits Evaluate your careers activity in as little as 30 minutes Compare your school to each of the eight Gatsby Benchmarks Identify areas for improvement, with resources to help you get there Use your result as the basis for your careers plan for the year | |
| Consent for educational visits | Consent information for all educational visits including day trips and residential visits | yes |

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| Covid-19 Lateral Flow Testing | About 1 in 3 people with coronavirus do not have symptoms but can still pass it on to others. Regular testing of people without symptoms is important to help stop the virus spreading and protect your loved ones. As lockdown restrictions gradually ease we all need to play our part to help protect each other. The following people in England will have access to regular rapid lateral flow testing made available to them as schools reopen: secondary school pupils primary and secondary school staff households, childcare and support bubbles of primary and secondary-age pupils households, childcare and support bubbles of primary and secondary staff | yes |
| CPOMS | CPOMS - Safeguarding and Child Protection Software for Schools Secure online monitoring of child protection, safeguarding and wider student pastoral welfare for schools. 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 |
| Debbie Judd HR | Our aim is to provide outstanding HR advice and support to schools and academies, which will then able schools and academies to focus on providing high standards of education to their pupils and students. We are a based in the North East of England and we offer HR advice and support to education establishments local to us and remotely to those further field. Whatever the size of your organisation, we can offer flexible HR advice and support through our different packages. We are well aware of budget restraints across the education and other sectors and will always endeavour to keep our costs low and ensure that we provide value for money, supporting clients to manage their budgets efficiently. In our experience, we have found that the vast majority of HR issues can be resolved informally when dealt with appropriately at the earliest opportunity and strive to work with our clients on this basis. Our aim is to support you through initial concerns, providing professional, appropriate, proactive support in order to avoid a lengthy, costly HR process. We pride ourselves on our caring, knowledgeable and professional approach and will deliver legislative and | |

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| | practical HR support, at the highest standard, whilst adopting a common sense approach. | |
| DfE (Gov.uk) | The Department for Education (DfE) is data controller for the personal data DfE and our executive agencies process. Our executive agencies are: Education and Skills Funding Agency (ESFA) Standards and Testing Agency (STA) Teaching Regulation Agency (TRA) | |
| 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. | |
| Diagnostic questions | Diagnostic Questions is a leading assessment tool that provides detailed insights into student understanding in a fraction of the time, simultaneously reducing workload and improving student results and confidence. | |
| Dietary requirements information sheets | Required documents for specific children with severe allergies / intolerances and religious observations (food) | yes |
| Duolingo | Duolingo lessons adapt to your learning style. Exercises are tailored to help you learn and review vocabulary effectively Instantly see which answers you get correct. When you miss a challenge, we'll quickly show you how to improve. Learning a language on Duolingo is completely free, but you can remove ads and support free education with Plus. First 14 days on us | |
| Education Mutual | Staff absence protection for schools | |
| Edval -Timetabling | We are masters at creating school timetables. Our software is designed to make education easier for everyone. So our products are in fact, solutions. Solutions developed by solving real problems, faced by real schools. Construct the timetable, by either an automated or a manual process Automatically fix teacher and/or room clashes Generate option blocks and sports lists. Facilitates comprehensive class list management: Round robin swaps for student Options, Mischievous/Buddy Pairs, Collapse classes and | |

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| | balance class sizes | |
| Eedi | <p>Hundreds of millions of children are affected by a lack of personalisation in education, limiting their ability to learn and excel. Teachers are a stretched resource and there are growing shortages worldwide.</p> <p>Technology has so far failed to deliver and a growing private tuition market only serves to drive home the shortcomings of mainstream systems widening the gap between those who can and cannot afford it. The critical factors that determine a child's success and their desire to learn, occur in their early years. Pitted against these impossible odds, many lose confidence and fail to achieve their potential. So, we've made it our mission to help every child build the skills and confidence to thrive in a rapidly changing world. We believe that using smart content, the right amount of technology, and expert-human guidance, we can create learning pathways tailored to the needs of any child. We help children to learn, want to learn more and reveal what they need to learn and when. Already, more than 250,000 teachers in 16,000 schools have used our content, helping millions of children around the world. But it's not just the numbers that matter, it's also about who's using it. We want to help every child, regardless of their social, cultural or economic status. Each child has extraordinary potential, and by providing parents and children the unique insights and personalised instruction to take control of their learning, we can help every child shine.</p> | |
| EVOLVE visits | An online system for the planning, approval and management of educational visits, sports fixtures and extra-curricular activities. | |
| Examination Boards administration | Pearson/OCR/AQA/ASDAN/Edexcel and any other examination board | |
| FFT Aspire | Performance analysis, target setting, pupil progress tracking, attendance tracking and reading assessment. | yes |
| Future Me (NECOP and NUFC) | <p>he North East Uni Connect Programme is a partnership of all of the universities and colleges in the North East region. We are working together to support young people in the North East think about their futures and how higher education can help them reach their goals. We aim to increase awareness of higher education opportunities and progression pathways for young people and help both them and their key influencers understand what the higher education opportunities available in the North East. FutureMe</p> <p>FutureMe is the programme of activity offered to students in targeted areas and schools. Students taking part in FutureMe will have access to a range of activities and events to support them in considering their future options and learning about educational pathways available to them. By taking part in FutureMe</p> | |

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| | activities we want young people to: Have the opportunity to plan for their future and gain an understanding of what can support them in reaching their goals Have access to high quality information and support to help them consider whether higher education is the right option for them Have an increased awareness and understanding of higher education opportunities and progression pathways in the region. | |
| GL Assessment- Testwise | We are the leading provider of formative assessments to schools across the UK and Ireland. | |
| GL-Assessment | GL assessments provide a range of tests for schools including reading, progress and cognitive tests | |
| 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 | |
| Group Call | Groupcall was created back in 2001 with a passion to make things better for schools and their students. Since then, we've pioneered the latest home-school communication solutions, MIS system integration and data aggregation tools. And yes, our first client is still with us today. In 2018 Groupcall joined the Community Brands family and now offers a complete product suite that makes managing and processing data quick and easy, offers a new level of data analysis and transforms communications and payments between schools and parents. | |
| HAF- HolidayActivities | The dedicated platform built to run and report on your local authority HAF programme. | yes |
| 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. | |
| Inventry | A system for visitors, staff & pupils. It takes details & a photo & can make a badge of this. Subject signs in & signs out. This allows monitoring of who is present & unlike visitor book cannot be seen by others plus the photo badge identifies visitors etc for safeguarding | |

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| Kahoot | Elevate learning at your entire school or district with Kahoot! EDU: Easily roll out a site license across your school, district or campus Empower teachers with interactive teaching and assessment tools Engage and motivate students in class and via distance learning Get more control and visibility into Kahoot! usage We believe that there should be no limits to when and where you can learn. Engage students in learning when your school is out and stay on track with curriculum while instructing online. | |
| Kerboodle | Kerboodle works alongside your course textbooks to seamlessly integrate quality digital resources into all of your lessons – both in school and at home. Packed with customisable learning content, assessment materials and reporting tools, Kerboodle allows you to seamlessly integrate quality digital resources into your classroom. Over 3 million students and teachers currently use Kerboodle across 60 courses and a wide range of subjects including Modern Languages, Science, Mathematics, English and Geography | |
| Lightspeed Internet Filtering | The Lightspeed Rockets provide DfE compliant Internet Filtering Services for all schools connected to the Internet through NCC. | |
| Logo Logic | Founded in 2010 by Jill Stewart, Logo Logic is focused on service and quality. We use only the best materials to produce work for our many clients. Our client base ranges from Charities to schools, business's to sporting events and teams to corporate. No job is too small or too big. Not only do Logo Logic offer the best prices on printed and embroidered clothing, we also offer a print management solution. So, if you need flyers, banners, signage or anything else to do with printing, we would love the opportunity to give you our best price. | |
| 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 |
| 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 | |

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| | <p>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</p> <p>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</p> | |
| MS Office Suite | Suite of online tools for staff and pupils, including OneDrive, Word, Powerpoint, Excel, Outlook, Video and Teams. | |
| My Maths | MyMaths is an interactive online teaching and homework subscription website for schools that builds pupil engagement and consolidates maths knowledge. | |
| 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. | |
| Newcastle United Foundation | Newcastle United Foundation is an independent | |

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| | registered charity using the power of football to connect, motivate and inspire people in our region. Through community, education, health and wellbeing, and sports programmes delivered across Newcastle, Northumberland, North Tyneside and Gateshead, we strive to improve physical and mental health, boost learning and career prospects and provide life-changing opportunities for everyone – no matter their goals in life. | |
| NFER | Assessment materials, reading test and pupil progress data | |
| PaperCut Hive- Cloud Printing Software | Simple for users, and powerful for admins. Meet the cloud print, copy, and scan management software that just works with the devices you already have. | |
| Parents Evening Booking System | Online booking system for parents evenings and other school events. | |
| Pearson | Pearson provides education, training and assessment/verification services around the world (our "Services"). We work directly with individuals such as students, parents, teachers, and other professionals, and provide our Services to institutions (such as schools, universities, employers). | yes |
| Pebble | Online platform to help schools fundraise. | |
| Personnel files | Information relating to staff employment | |
| 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. | |
| PowerBI | Microsoft Power BI is an interactive data visualization software product developed by Microsoft with a primary focus on business intelligence (BI). It is part of the Microsoft Power Platform. Power BI is a collection of software services, apps, and connectors that work together to turn various sources of data into static and interactive data visualizations. Data may be input by reading directly from a database, webpage, PDF, or structured files such as spreadsheets, CSV, XML, JSON, XLSX, and SharePoint. | |
| PS Financials | Accounting, purchasing, budgeting and reporting software. | |
| 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 |
| Salamander Soft- Cloud Sync | SalamanderSoft provides process automation services | |

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| | for educational institutions and connects your key IT systems with your management information system (MIS), ensuring relevant accounts, groups and permissions are always up-to-date. | |
| School Cloud | SchoolCloud started in a computing classroom — except, we weren't the teachers. Our company founders were aged 15 and challenged by their IT teacher to solve a school-wide issue of room double bookings. They spent a rainy, Scottish summer developing our very first product, Room Booking System. Not only did their school find it a winning solution, but they even gave them the grand sum of £100 for it! Equipped with our first income and some valuable guidance from entrepreneurial parents, we launched our business from the playground in 2006. And we've not looked back since. Today, by understanding our customers to ensure our technology is tailored to their needs, our software has come far beyond version one. We've organically grown our team to develop and launch multiple award-winning technology solutions that are used across the world to enhance school operations. | |
| School Cloud- TES | Parents evenings, clubs & events and room booking | |
| School meals identification | Identification of pupils for meals | yes |
| School's Mutual | Schools Mutual is a not-for-profit absence cover solution designed exclusively for schools to keep money in education. Our primary goal is to support schools, their budgets and their staff. Our cover is designed to both protect your budget against the rising cost of absences, whilst also supporting you in reducing those absence levels. | yes |
| School360 | Learning platform for Northumberland schools with links to 3rd party educational resource providers. | yes |
| 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 |
| Seneca Learning | 4,500,000 students use Seneca to boost their grades at school and at home. We have interactive courses written by senior examiners for ages 8-18. Our free parent accounts let you monitor your child's progress on these courses whenever you like! | |
| 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, | yes |

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| | senior leaders and support staff with the tools to efficiently manage daily school life and drive improvement in their schools. | |
| SISRA | SISRA Analytics can assist schools with department reviews, target setting, analysis of current data, intervention and exam Results Day analysis. | |
| Social media sites e.g. Twitter, Facebook | Social Media tool used to inform parents about events in school and celebrate children's achievement. | |
| Sports Leader UK | Awarding body for L3 award in Sport leadership | |
| Still Human | Still Human delivers workshops to staff in education on a range of health and wellbeing topics, sharing evidence-based knowledge and practical strategies that make being a human a little easier. | yes |
| The National College | A provider of online training for staff & governors | |
| Thrive | Social and Emotional Screening Programme | yes |
| Tyne & Wear Pension Fund-South Tyneside Council | The Administering Authority holds personal data , in its capacity as a controller, for the proper handling of all matters relating to the Fund, including its administration and management. | yes |
| Typing Club | It is web based and highly effective. TypingClub is (and will always be) free for both individuals and schools. There is an optional paid school edition.Keep practicing each lesson until you get all five stars. It really doesn't take much to learn, a few minutes a day for one to two weeks and you will be a pro! | |
| UCAS | University Applications | |
| Unifrog | Research platform for destinations | |
| Virtual College | Online training that saves you time and money Looking for high quality compliance and professional development training? Our vast library of accredited and certified online courses can help. Covering everything from food safety, safeguarding, health and safety through to personal development and leadership & management, our online courses are simple, cost-effective and accessible for all. | |
| 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 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 | yes |

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| | 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. | |
| Wonde | Manages transfer of data from Sims MIS to School360. | yes |
| 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. | |
| Accessit | Library Services | |
| Bebras UK | Computer challenge | |
| CCTV | CCTV | |
| Civica | Civica provide schools with their own cashless catering, and online payment system. | yes |
| Duolingo | MFL teaching resource | |
| Exam Boards | Pearson/OCR/AQA | |
| GCSE Pod | GCSEPod is a resource to help students learn, retain and recall all the information they need to achieve their GCSE goals. | |
| Glasscubes | Data sharing platform | |
| Health & Safety | Records pertaining to Health & Safety | |
| icoachcricket | icoachcricket offers a range of content and features to support your coaching and enhance player experience. | |
| Internal Assessment | Electronic and paper mark books | |
| Issac Computer Science | Online learning platform for students and teachers (with resources) | |
| Issacphysics.org | learning platform to support physics in the curriculum | |
| Knowitaallninja | Revision tool | |
| Mathswatch | Maths homework tool | |
| Maze 8 | | |
| Memrise | MFL learning tool | |
| NECOP | | |
| Replit | With powerful tools, innovative AI features, and seamless multiplayer support, Replit is the best place to code. | |
| SIMS FMS | School budget management | |
| Sparta | Sparta is a leading providers of occupational and physical health services. Established in 2001 we have experienced strong growth each year based on our | yes |

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| | <p>successful focus on our client's needs, many of whom we've partnered for more than ten years. They include leading names across a wide range of sectors including oil & gas, manufacturing, chemical, pharmaceutical, transport, housing , construction and demolition industry. We also private clients with health services, including sports injury treatment, shoulder, back and joint pain programmes, vaccinations, massage and pilates. Our approach is simple. We provide the highest level of bespoke occupational and physical health services, cost effectively and efficiently both empathetically and at times and locations to suit our clients</p> | |
| Sports Leader UK | Awarding body for L3 award in Sport leadership | |
| The Career People | | |
| UCAS | University Applications | |
| Unifrog | Research platform for destinations | |
| Up Learn | Improves A level grades - Up Learn provides everything you need to get an A*/A at A Level in your subject, as efficiently as possible. No need for textbooks or tutors. | |
| Use of staff and student images | Permission to display staff & student photographs and video on website, social media and in marketing materials | |
| XR+ | XR+ provides a Low code studio to create in minutes AR / VR immersive experiences deployed at scale on any online and offline channels. | |

| System used: Academy BPS | |
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| Owner | Prudhoe Community High |
| Description | Budget Planning Software (BPS) for budget setting and monitoring. Part of the Core Financial Support Package provided by Schools Financial Services. |
| Personal Data Items | staff <ul style="list-style-type: none"> • Name • Salary • National insurance number |
| Why is it being processed? | To enable school financial management |
| Who is data shared with? | Save as set out above customer personal data is not, and will not be, shared with any other third parties without the customer's prior written consent. https://orovia.com/privacy-policy/ |

| System used: Accident Report Form | |
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| Owner | Prudhoe Community High |
| Description | ACC1 form for reporting accidents to NCC |
| Personal Data Items | Pupil <ul style="list-style-type: none"> • Name • DOB • Gender • Address • Telephone number • Date and time of accident • nature of injury • Place of accident • First aid • Circumstances • Action taken • Witness information • Staff member <ul style="list-style-type: none"> • Name • Occupation • DOB • Gender • Address • Telephone number • Date and time of injury • nature of injury • place of accident • First aid • Circumstances |

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| | <ul style="list-style-type: none"> • Action taken • Witness information • |
| Why is it being processed? | Statutory obligations to comply with Health and Safety regulations. |
| Who is data shared with? | NCC / parents |

| System used: Assessment Records | |
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| Owner | Prudhoe Community High |
| Description | Electronic and paper mark books |
| Personal Data Items | Child <ul style="list-style-type: none"> • Name • Gender • Disadvantaged cohort • SEND Code • Key Stage 2 Assessment data • Internal Assessment Data |
| Why is it being processed? | To track student achievement and report to parents |
| Who is data shared with? | Parents |

| System used: Attendance file | |
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| Owner | Prudhoe Community High |
| Description | Attendance information about pupils and classes |
| Personal Data Items | Pupil <ul style="list-style-type: none"> • 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: Behaviour Files - Paper (in class) | |
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| Owner | Prudhoe Community High |

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| Description | Information relating to the behaviours of particular pupils |
| Personal Data Items | <p>Pupils</p> <ul style="list-style-type: none"> • Name • Date of Birth • Address • Health Needs • Educational Behavioural Needs • Social Care Status • <p>Parents/Carers</p> <ul style="list-style-type: none"> • Name • Address • Contact Details <p>Staff</p> <ul style="list-style-type: none"> • Name • Position <p>External Support Workers</p> <ul style="list-style-type: none"> • 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 |

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| System used: Bromcom | |
| Owner | Prudhoe Community High |
| Description | <p>To provide the best MIS and finance solution for all schools to help improve student outcomes. Bromcom have over 10 years of experience of delivering using the Cloud, we are the most experienced MIS provider. We are constantly developing our system to reduce bolt ons. We present our software via up to date browser technology and an intuitive user friendly interface making everyday tasks simple to find and execute.</p> |
| Personal Data Items | <p>Pupil</p> <ul style="list-style-type: none"> • Name • DOB • Address • Title • Gender • Class • Year |

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| | <ul style="list-style-type: none"> • Parent/carer name and contact details • UPN • Dietary Requirements • Medical Information • Attendance/exclusion • FSM • SEN • EAL & First Language • Assessment Information • Pupil Premium • Child Protection Plan • School history • Looked After information • Ethnicity • Religion <p>Staff</p> <ul style="list-style-type: none"> • Name • Address • Phone number • Email address • Title • Gender • DOB • NI Number • Ethnicity • Bank Account information • Qualifications • Disability and Medical Information • Religion • Martial status • Language • Passport information • Dietary requirements • Absences • Car information • Next of Kin • Payroll number • DBS Information |
| Why is it being processed? | https://bromcom.com/privacy-policy/ |
| Who is data shared with? | https://bromcom.com/privacy-policy/ |

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| System used: CCTV | |
| Owner | Prudhoe Community High |
| Description | CCTV |
| Personal Data Items | <p>Staff</p> <ul style="list-style-type: none"> • Images |

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| | Child <ul style="list-style-type: none"> • Images Visitor <ul style="list-style-type: none"> • Images |
| Why is it being processed? | Safeguarding |
| Who is data shared with? | Police in event of criminal investigations |

| System used: Child Protection Records - Electronic | |
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| Owner | Prudhoe Community High |
| Description | Records relating to child protection issues for individual pupils |
| Personal Data Items | Pupils <ul style="list-style-type: none"> • Name • Date of Birth • Address • Health Needs • Social Care Status • Educational Needs • Child Protection Plan/Actions • Parents <ul style="list-style-type: none"> • Name • Address • Contact Details Staff <ul style="list-style-type: none"> • Name • Position Social Care Worker <ul style="list-style-type: none"> • Name • Address • Contact Details External Support Workers <ul style="list-style-type: none"> • Name • Organisation • Position • Address • Contact Details |
| Why is it being processed? | Statutory obligations and to support educational entitlement |

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| Who is data shared with? | Social Workers, Parent/Carers as appropriate, some information shared with key workers, health care professionals and Police, receiving school |
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| System used: Child Protection Records - Paper | |
| Owner | Prudhoe Community High |
| Description | Records relating to child protection issues for individual pupils |
| Personal Data Items | <p>Pupils</p> <ul style="list-style-type: none"> • Name • • Date of Birth • Address • Health Needs • Social Care Status • Educational needs • Child Protection Plan/Actions <p>Parents/Carers</p> <ul style="list-style-type: none"> • Name • Address • Contact Details <p>Staff</p> <ul style="list-style-type: none"> • Name • Position <p>Social Care Worker</p> <ul style="list-style-type: none"> • Name • Address • Contact Details <p>External Support Workers</p> <ul style="list-style-type: none"> • 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 |

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| System used: Commando Joes | |
| Owner | Prudhoe Community High |
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| Description | The Commando Joe online judgement tool allows leaders to take a snapshot glance at progress of the 7 behaviour traits across the school/classes. This alongside academic attainment shows progress of all groups including pupils eligible for Pupil Premium or those with SEND. |
| Why is it being processed? | To track the impact of the program on the children. |
| Who is data shared with? | https://commandojoes.co.uk/privacy-policy/ |

System used: Compass and careers tracking

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| Owner | Prudhoe Community High |
| Description | We have created Compass and Tracker, free online tools for schools and colleges in England. Compass helps you to evaluate your institution's careers activity against the eight benchmarks of best practice — known as the Gatsby Benchmarks. Features and benefits Evaluate your careers activity in as little as 30 minutes Compare your school to each of the eight Gatsby Benchmarks Identify areas for improvement, with resources to help you get there Use your result as the basis for your careers plan for the year |
| Personal Data Items | <p>pupil</p> <ul style="list-style-type: none"> • Name • class |
| Why is it being processed? | https://compass.careersandenterprise.co.uk/info |
| Who is data shared with? | https://compass.careersandenterprise.co.uk/info |

System used: Consent for educational visits

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| Owner | Prudhoe Community High |
| Description | Consent information for all educational visits including day trips and residential visits |
| Personal Data Items | <p>Pupil</p> <ul style="list-style-type: none"> • 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: Covid-19 Lateral Flow Testing

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| Owner | Prudhoe Community High |
| Description | About 1 in 3 people with coronavirus do not have symptoms but can still pass it on to others. Regular testing of people without symptoms is important to help stop the virus spreading and protect your loved ones. As lockdown restrictions gradually ease we all need to play our part to help protect each other. The following people in England will have access to regular rapid lateral flow testing made available to them as schools reopen: secondary school pupils primary and secondary school staff households, childcare and support bubbles of primary and secondary-age pupils households, childcare and support bubbles of primary and secondary staff |
| Personal Data Items | <p>Child</p> <ul style="list-style-type: none"> • Name • Date of Birth • Postcode • Test Result <p>Parent</p> <ul style="list-style-type: none"> • Name • Email address • Telephone number |
| Why is it being processed? | To support the national effort in the fight against Covid-19. Under instruction from the DfE and PHE. |
| Who is data shared with? | Public Health England |

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| System used: CPOMS | |
| Owner | Prudhoe Community High |
| Description | CPOMS - Safeguarding and Child Protection Software for Schools Secure online monitoring of child protection, safeguarding and wider student pastoral welfare for schools. 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 | <p>Pupil</p> <ul style="list-style-type: none"> • Name • Class • Details of incident • Admission Date • DOB • SEN, with status |

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| | <ul style="list-style-type: none"> • Medical Conditions • UPN • Pupil Premium • Religion • EAL • LAC • Year Group • Ethnicity • First Language • Pregnancy <p>Main contact</p> <ul style="list-style-type: none"> • Name • Telephone 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 | |
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| Owner | Prudhoe Community High |
| Description | Spreadhsheets (excel) to track progress of children over the course of their school career. |
| Personal Data Items | <p>pupil</p> <ul style="list-style-type: none"> • 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: Debbie Judd HR | |
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| Owner | Prudhoe Community High |
| Description | Our aim is to provide outstanding HR advice and support to schools and academies, which will then able schools and academies to focus on providing high standards of education to their pupils and students. We are |

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| | <p>a based in the North East of England and we offer HR advice and support to education establishments local to us and remotely to those further field. Whatever the size of your organisation, we can offer flexible HR advice and support through our different packages. We are well aware of budget restraints across the education and other sectors and will always endeavour to keep our costs low and ensure that we provide value for money, supporting clients to manage their budgets efficiently. In our experience, we have found that the vast majority of HR issues can be resolved informally when dealt with appropriately at the earliest opportunity and strive to work with our clients on this basis. Our aim is to support you through initial concerns, providing professional, appropriate, proactive support in order to avoid a lengthy, costly HR process. We pride ourselves on our caring, knowledgeable and professional approach and will deliver legislative and practical HR support, at the highest standard, whilst adopting a common sense approach.</p> |
| Personal Data Items | <p>Staff</p> <ul style="list-style-type: none"> • Name • All staff employment details |
| Why is it being processed? | https://debbiejuddhr.co.uk/about-us/ |
| Who is data shared with? | https://debbiejuddhr.co.uk/about-us/ |

| System used: DfE (Gov.uk) | |
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| Owner | Prudhoe Community High |
| Description | The Department for Education (DfE) is data controller for the personal data DfE and our executive agencies process. Our executive agencies are: Education and Skills Funding Agency (ESFA) Standards and Testing Agency (STA) Teaching Regulation Agency (TRA) |
| Why is it being processed? | We receive your personal information indirectly from other organisations. For example, we collect information about: you, your learning and your achievements - we collect this information from educational settings like early years providers, schools, academies, independent schools, colleges and training providers and from your employer, if applicable children in need, children looked after and alternative provision - we collect this information from local authorities you to support research and to safeguard children - we collect this information from other government departments, early years providers, schools, academies, independent schools, colleges and training providers your exam results - we receive this from awarding organisations and exam boards teachers and employees in educational settings or local authorities - we collect this information from the educational setting or local authorities |
| Who is data shared with? | https://www.gov.uk/government/organisations/department-for-education/about/personal-information-charter#how-we-use-your-information |

| System used: DFE-Census and workforce Census | |
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| Owner | Prudhoe Community High |

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| 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 <ul style="list-style-type: none"> • 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 |

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| System used: Diagnostic questions | |
| Owner | Prudhoe Community High |
| Description | Diagnostic Questions is a leading assessment tool that provides detailed insights into student understanding in a fraction of the time, simultaneously reducing workload and improving student results and confidence. |
| Personal Data Items | School <ul style="list-style-type: none"> • Name Staff <ul style="list-style-type: none"> • Name • E-mail address • Primary role • What you teach Pupils <ul style="list-style-type: none"> • Name • Unique classroom id (generated by teacher) |
| Why is it being processed? | To provide online access for teachers and pupils to a variety of teaching and learning materials. |
| Who is data shared with? | Not Shared |

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| System used: Dietary requirements information sheets | |
| Owner | Prudhoe Community High |

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| Description | Required documents for specific children with severe allergies / intolerances and religious observations (food) |
| Personal Data Items | Pupil <ul style="list-style-type: none"> • 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 |

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| System used: Duolingo | |
| Owner | Prudhoe Community High |
| Description | Duolingo lessons adapt to your learning style. Exercises are tailored to help you learn and review vocabulary effectively Instantly see which answers you get correct. When you miss a challenge, we'll quickly show you how to improve. Learning a language on Duolingo is completely free, but you can remove ads and support free education with Plus. First 14 days on us |
| Personal Data Items | teacher <ul style="list-style-type: none"> • Name Child <ul style="list-style-type: none"> • Name • age • email |
| Why is it being processed? | https://www.duolingo.com/privacy |
| Who is data shared with? | https://www.duolingo.com/privacy |

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| System used: Education Mutual | |
| Owner | Prudhoe Community High |
| Description | Staff absence protection for schools |
| Personal Data Items | Staff <ul style="list-style-type: none"> • Name • DOB • Gender • Role • Salary Band • Contact name |
| Why is it being processed? | Used to provide school with contacts to manage membership (staff |

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| | absence protection/insurance) |
| Who is data shared with? | School only - no third parties |

| System used: Edval -Timetabling | |
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| Owner | Prudhoe Community High |
| Description | We are masters at creating school timetables. Our software is designed to make education easier for everyone. So our products are in fact, solutions. Solutions developed by solving real problems, faced by real schools. Construct the timetable, by either an automated or a manual process Automatically fix teacher and/or room clashes Generate option blocks and sports lists. Facilitates comprehensive class list management: Round robin swaps for student Options, Mischievous/Buddy Pairs, Collapse classes and balance class sizes |
| Personal Data Items | teacher <ul style="list-style-type: none"> • Name |
| Why is it being processed? | https://www.edval.education/privacy-policy |
| Who is data shared with? | https://www.edval.education/privacy-policy |

| System used: Eedi | |
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| Owner | Prudhoe Community High |
| Description | <p>Hundreds of millions of children are affected by a lack of personalisation in education, limiting their ability to learn and excel. Teachers are a stretched resource and there are growing shortages worldwide. Technology has so far failed to deliver and a growing private tuition market only serves to drive home the shortcomings of mainstream systems widening the gap between those who can and cannot afford it. The critical factors that determine a child's success and their desire to learn, occur in their early years. Pitted against these impossible odds, many lose confidence and fail to achieve their potential. So, we've made it our mission to help every child build the skills and confidence to thrive in a rapidly changing world. We believe that using smart content, the right amount of technology, and expert-human guidance, we can create learning pathways tailored to the needs of any child. We help children to learn, want to learn more and reveal what they need to learn and when. Already, more than 250,000 teachers in 16,000 schools have used our content, helping millions of children around the world. But it's not just the numbers that matter, it's also about who's using it. We want to help every child, regardless of their social, cultural or economic status. Each child has extraordinary potential, and by providing parents and children the unique insights and personalised instruction to take control of their learning, we can help every child shine.</p> |
| Personal Data Items | child <ul style="list-style-type: none"> • Name |

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| | <ul style="list-style-type: none"> • Age • email <p>Teacher</p> <ul style="list-style-type: none"> • Name • email |
| Why is it being processed? | https://eedi.com/legal/privacy |
| Who is data shared with? | https://eedi.com/legal/privacy |

| System used: EVOLVE visits | |
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| Owner | Prudhoe Community High |
| Description | An online system for the planning, approval and management of educational visits, sports fixtures and extra-curricular activities. |
| Personal Data Items | <p>Staff</p> <ul style="list-style-type: none"> • Name • e-mail address • IP address • Location data • Qualifications <p>Pupil</p> <ul style="list-style-type: none"> • 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: Examination Boards administration | |
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| Owner | Prudhoe Community High |
| Description | Pearson/OCR/AQA/ASDAN/Edexcel and any other examination board |
| Personal Data Items | <p>Child</p> <ul style="list-style-type: none"> • Name • Date of birth • Gender • Unique Candidate identifier • Unique Learner Number |

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| | <ul style="list-style-type: none"> • Legal Name • Coursework marks • Forecast grades |
| Why is it being processed? | Exam entry and issuing of qualifications |
| Who is data shared with? | Examination Board |

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| System used: FFT Aspire | |
| Owner | Prudhoe Community High |
| Description | Performance analysis, target setting, pupil progress tracking, attendance tracking and reading assessment. |
| Personal Data Items | <p>Staff</p> <ul style="list-style-type: none"> • Name • Username • Email Address • Job Title • Phone Number <p>Child</p> <ul style="list-style-type: none"> • Name • DoB • Gender • Language • Ethnicity • School • Attendance • Exam and assessment information • SEND information • |
| Why is it being processed? | https://fft.org.uk/viewer/?pdf=FFT-Privacy-Notice&d=FFT%20Privacy%20Notice&l=/privacy |
| Who is data shared with? | https://fft.org.uk/viewer/?pdf=FFT-Privacy-Notice&d=FFT%20Privacy%20Notice&l=/privacy |

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| System used: Future Me (NECOP and NUFC) | |
| Owner | Prudhoe Community High |
| Description | <p>he North East Uni Connect Programme is a partnership of all of the universities and colleges in the North East region. We are working together to support young people in the North East think about their futures and how higher education can help them reach their goals. We aim to increase awareness of higher education opportunities and progression pathways for young people and help both them and their key influencers understand what the higher education opportunities available in the North East. FutureMe FutureMe is the programme of activity offered</p> |

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| | to students in targeted areas and schools. Students taking part in FutureMe will have access to a range of activities and events to support them in considering their future options and learning about educational pathways available to them. By taking part in FutureMe activities we want young people to: Have the opportunity to plan for their future and gain an understanding of what can support them in reaching their goals Have access to high quality information and support to help them consider whether higher education is the right option for them Have an increased awareness and understanding of higher education opportunities and progression pathways in the region. |
| Personal Data Items | <p>pupil</p> <ul style="list-style-type: none"> • Name • Age • email • address <p>Teacher</p> <ul style="list-style-type: none"> • Name • email <p>parent</p> <ul style="list-style-type: none"> • Name • email |
| Why is it being processed? | https://futureme.ac.uk/about/data-protection |
| Who is data shared with? | https://futureme.ac.uk/about/data-protection |

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| System used: GL Assessment- Testwise | |
| Owner | Prudhoe Community High |
| Description | We are the leading provider of formative assessments to schools across the UK and Ireland. |
| Why is it being processed? | To support schools in formative assessment and analyzing outcomes. |
| Who is data shared with? | https://www.gl-assessment.co.uk/policies/privacy-policy/ |

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| System used: GL-Assessment | |
| Owner | Prudhoe Community High |
| Description | GL assessments provide a range of tests for schools including reading, progress and cognitive tests |
| Personal Data Items | <p>Staff</p> <ul style="list-style-type: none"> • Name • School • Email |

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| | <ul style="list-style-type: none"> • Class <p>Pupil</p> <ul style="list-style-type: none"> • Name • Age • Gender • Class • Year • Performance data |
| Why is it being processed? | To provide? access to a range of testing and diagnostic tools for teaching staff. |
| Who is data shared with? | Shared with school |

| System used: Google Classroom | |
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| Owner | Prudhoe Community High |
| 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 | <p>Teacher</p> <ul style="list-style-type: none"> • Name <p>Child</p> <ul style="list-style-type: none"> • 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 | |
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| Owner | Prudhoe Community High |
| Description | suite of online tools for staff and pupils, including Google drive, docs, slides, sheets, gmail and Google classroom. |
| Personal Data Items | <p>Staff</p> <ul style="list-style-type: none"> • Name • Classes / groups • Gmail address <p>Pupil</p> <ul style="list-style-type: none"> • Name • Classes / groups • Gmail address |

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| | Governor <ul style="list-style-type: none"> • Name • Gmail 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 |

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| System used: Google Meet | |
| Owner | Prudhoe Community High |
| 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 <ul style="list-style-type: none"> • Name • • child <ul style="list-style-type: none"> • 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 |

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| System used: Governance | |
| Owner | Prudhoe Community High |
| Description | Details of all members of the Governing Body |
| Personal Data Items | Name <ul style="list-style-type: none"> • Name • Address • Contact Details • Photos • Attendance at Meetings • Pecuniary Interests |
| Why is it being processed? | Statutory Requirement |
| Who is data shared with? | Local Authority and the general public |

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| System used: Group Call | |
| Owner | Prudhoe Community High |
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| Description | Groupcall was created back in 2001 with a passion to make things better for schools and their students. Since then, we've pioneered the latest home-school communication solutions, MIS system integration and data aggregation tools. And yes, our first client is still with us today. In 2018 Groupcall joined the Community Brands family and now offers a complete product suite that makes managing and processing data quick and easy, offers a new level of data analysis and transforms communications and payments between schools and parents. |
| Personal Data Items | Pupil Name <ul style="list-style-type: none"> • DOB Parent <ul style="list-style-type: none"> • Name |
| Why is it being processed? | |
| Who is data shared with? | All Groupcall products include access controls to allow you to control what data is accessible to your own users. On occasions where it is necessary to access customer data on behalf of a school, for example to investigate a specific support case, only approved Groupcall support and technical staff can access it. Groupcall staff are vetted and are subject to contractual data access policies and confidentiality clauses. We carry out DBS checking where appropriate. In order to carry out business activities authorised Groupcall staff can access business data subject to access controls. |

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| System used: HAF- HolidayActivities | |
| Owner | Prudhoe Community High |
| Description | The dedicated platform built to run and report on your local authority HAF programme. |
| Why is it being processed? | To run and report HAF programme for schools. |
| Who is data shared with? | https://www.holidayactivities.com/privacy-notice/ |

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| System used: Health & Safety | |
| Owner | Prudhoe Community High |
| Description | Records pertaining to Health & Safety |
| Personal Data Items | Staff <ul style="list-style-type: none"> • Name • Contact details • D.o.B • Record of Accident/Incident Child |

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| | <ul style="list-style-type: none"> • Name • Contact details • D.o.B • Record of Accident/Incident <p>Visitor</p> <ul style="list-style-type: none"> • 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 |

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| System used: Huggg | |
| Owner | Prudhoe Community High |
| 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 | <p>parent</p> <ul style="list-style-type: none"> • Name <p>child</p> <ul style="list-style-type: none"> • Name • age |
| Why is it being processed? | https://www.huggg.me/privacy |
| Who is data shared with? | https://www.huggg.me/privacy |

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| System used: Invenry | |
| Owner | Prudhoe Community High |
| Description | A system for visitors, staff & pupils. It takes details & a photo & can make a badge of this. Subject signs in & signs out. This allows monitoring of who is present & unlike visitor book cannot be seen by others plus the photo badge identifies visitors etc for safeguarding |
| Personal Data Items | <p>Visitor</p> <ul style="list-style-type: none"> • Name • Company [if any] • Photograph • Vehicle Reg • Times in & out • Who visiting • email |

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| | Staff member <ul style="list-style-type: none"> • Name • Times signed in & out Student <ul style="list-style-type: none"> • Name • Form group • Year group • Times signed in & out |
| Why is it being processed? | School security- school has real time view of who is visiting. System makes a badge with photo which is useful for identifying visitors - safeguarding |
| Who is data shared with? | Only shared with systems when customer requests this |

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| System used: Kahoot | |
| Owner | Prudhoe Community High |
| Description | Elevate learning at your entire school or district with Kahoot! EDU: Easily roll out a site license across your school, district or campus Empower teachers with interactive teaching and assessment tools Engage and motivate students in class and via distance learning Get more control and visibility into Kahoot! usage We believe that there should be no limits to when and where you can learn. Engage students in learning when your school is out and stay on track with curriculum while instructing online. |
| Personal Data Items | Teacher <ul style="list-style-type: none"> • Name Pupil <ul style="list-style-type: none"> • Name • Age |
| Why is it being processed? | https://kahoot.com/privacy-policy/ |
| Who is data shared with? | https://kahoot.com/privacy-policy/ |

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| System used: Kerboodle | |
| Owner | Prudhoe Community High |
| Description | Kerboodle works alongside your course textbooks to seamlessly integrate quality digital resources into all of your lessons – both in school and at home. Packed with customisable learning content, assessment materials and reporting tools, Kerboodle allows you to seamlessly integrate quality digital resources into your classroom. Over 3 million students and teachers currently use Kerboodle across 60 courses and a wide range of subjects including Modern Languages, Science, Mathematics, English |

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| | and Geography |
| Personal Data Items | Teacher <ul style="list-style-type: none"> • Name Child <ul style="list-style-type: none"> • Name |
| Why is it being processed? | https://global.oup.com/privacy?cc=us |
| Who is data shared with? | https://global.oup.com/privacy?cc=us |

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| System used: Lightspeed Internet Filtering | |
| Owner | Prudhoe Community High |
| Description | The Lightspeed Rockets provide DfE compliant Internet Filtering Services for all schools connected to the Internet through NCC. |
| Personal Data Items | Staff <ul style="list-style-type: none"> • Name • Machine name • I/P address • URLs visited • School Pupil <ul style="list-style-type: none"> • 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 |

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| System used: Logo Logic | |
| Owner | Prudhoe Community High |
| Description | Founded in 2010 by Jill Stewart, Logo Logic is focused on service and quality. We use only the best materials to produce work for our many clients. Our client base ranges from Charities to schools, business's to sporting events and teams to corporate. No job is too small or too big. Not only do Logo Logic offer the best prices on printed and embroidered clothing, we also offer a print management solution. So, if you need flyers, banners, signage or anything else to do with printing, we would love the opportunity to give you our best price. |
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| Personal Data Items | Child <ul style="list-style-type: none"> • Name |
| Why is it being processed? | |
| Who is data shared with? | |

| System used: Looked After Children Records - Electronic | |
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| Owner | Prudhoe Community High |
| Description | Information relating to children who are in Looked After Care |
| Personal Data Items | Pupil <ul style="list-style-type: none"> • Name • Date of Birth • Address • Personal Education Plan • Health Needs • Social Care Needs • Educational Needs • Family Background Parents & Carers <ul style="list-style-type: none"> • Name • Contact Details • Address • Staff <ul style="list-style-type: none"> • Name • Position External Support <ul style="list-style-type: none"> • 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 | Prudhoe Community High |
| Description | Information relating to children who are Looked After |
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| Personal Data Items | Pupils <ul style="list-style-type: none"> • Name • Date of Birth • Address • Personal Education Plan • Health Needs • Social Care Needs • Educational Needs • Family Background • |
| | Parents & Carers <ul style="list-style-type: none"> • Name • Contact Details • Address • |
| | Staff <ul style="list-style-type: none"> • Name • Position |
| | External Support Workers <ul style="list-style-type: none"> • 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: Medical Files - Electronic | |
|---|--|
| Owner | Prudhoe Community High |
| Description | Information in respect of specific medical needs of an individual student |
| Personal Data Items | Pupils <ul style="list-style-type: none"> • Name • Date of Birth • Address • Health Needs • Social Care Status • Educational Needs • Medical History • Medication Details |
| | Parents/Carers |

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| | <ul style="list-style-type: none"> • Name • Address • Contact Details <p>Staff</p> <ul style="list-style-type: none"> • Name • Position <p>External Support Workers</p> <ul style="list-style-type: none"> • 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) |

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| System used: Medical Files - Paper | |
| Owner | Prudhoe Community High |
| Description | Information in respect of specific medical needs of an individual student |
| Personal Data Items | <p>Pupils</p> <ul style="list-style-type: none"> • Name • Date of Birth • Address • Health Needs • Social Care Status • Educational Needs • Medical History • Medication Details <p>Parents/Carers</p> <ul style="list-style-type: none"> • Name • Address • Contact Details <p>Staff</p> <ul style="list-style-type: none"> • Name • Position <p>External Support Workers</p> <ul style="list-style-type: none"> • Name • Organisation • Position |

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| | <ul style="list-style-type: none"> • 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 |

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| System used: Microsoft Teams | |
| Owner | Prudhoe Community High |
| Description | <p>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 started Tips 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</p> |
| Personal Data Items | <p>Teacher</p> <ul style="list-style-type: none"> • Name <p>Child</p> <ul style="list-style-type: none"> • 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 |

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|------------------------------|--|
| System used: MS Office Suite | |
| Owner | Prudhoe Community High |
| Description | Suite of online tools for staff and pupils, including OneDrive, Word, Powerpoint, Excel, Outlook, Video and Teams. |
| Personal Data Items | <p>Staff</p> <ul style="list-style-type: none"> • Name • Classes |

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| | Pupil <ul style="list-style-type: none"> • Name Governor <ul style="list-style-type: none"> • Name |
| Why is it being processed? | To provide OneDrive for education to staff, pupils and governors. |
| Who is data shared with? | N/A |

| System used: My Maths | |
|-----------------------------------|--|
| Owner | Prudhoe Community High |
| Description | MyMaths is an interactive online teaching and homework subscription website for schools that builds pupil engagement and consolidates maths knowledge. |
| Personal Data Items | Staff <ul style="list-style-type: none"> • Name • School • Email Pupil <ul style="list-style-type: none"> • Name • Age • Gender • Year • Class • Performance data |
| Why is it being processed? | To provide pupils and staff with access to a wider range of mathematics online teaching and learning materials. |
| Who is data shared with? | Shared within school. |

| System used: National Centre for Excellence in the Teaching of Mathematics (NCETM) | |
|--|--|
| Owner | Prudhoe Community High |
| 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 <ul style="list-style-type: none"> • Name |

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| | <ul style="list-style-type: none"> • 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)

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| Owner | Prudhoe Community High |
| 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 | Child <ul style="list-style-type: none"> • 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)

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| Owner | Prudhoe Community High |
| 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 | All Staff <ul style="list-style-type: none"> • 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: Newcastle United Foundation

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| Owner | Prudhoe Community High |
| Description | Newcastle United Foundation is an independent registered charity using the power of football to connect, motivate and inspire people in our region. Through community, education, health and wellbeing, and sports programmes delivered across Newcastle, Northumberland, North Tyneside and Gateshead, we strive to improve physical and mental health, boost learning and career prospects and provide life-changing opportunities for everyone – no matter their goals in life. |
| Personal Data Items | Child <ul style="list-style-type: none"> • Forename • Surname • Gender • Ethnicity • Disability • School • Year Group • Class name |
| Why is it being processed? | to provide data to premier league on progress of children using NUFC Foundation |
| Who is data shared with? | School/Newcastle Foundation |

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| System used: NFER | |
| Owner | Prudhoe Community High |
| Description | Assessment materials, reading test and pupil progress data |
| Personal Data Items | Staff <ul style="list-style-type: none"> • Name • School • Contact details Pupil <ul style="list-style-type: none"> • 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 |

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| System used: PaperCut Hive- Cloud Printing Software | |
| Owner | Prudhoe Community High |
| Description | Simple for users, and powerful for admins. Meet the cloud print, copy, and scan management software that just works with the devices you already |

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| | have. |
| Why is it being processed? | |
| Who is data shared with? | https://www.papercut.com/privacy-policy/ |

| System used: Parents Evening Booking System | |
|---|---|
| Owner | Prudhoe Community High |
| Description | Online booking system for parents evenings and other school events. |
| Personal Data Items | <p>Staff</p> <ul style="list-style-type: none"> • Name • Email • Classes <p>Pupil</p> <ul style="list-style-type: none"> • Name • Classes • Year <p>Parent</p> <ul style="list-style-type: none"> • Name • Email |
| Why is it being processed? | To provide parents/carers with an online system for booking parents evening and other school events. |
| Who is data shared with? | Shared with individual? parents and appropriate staff. |

| System used: Pearson | |
|-----------------------------------|---|
| Owner | Prudhoe Community High |
| Description | Pearson provides education, training and assessment/verification services around the world (our "Services"). We work directly with individuals such as students, parents, teachers, and other professionals, and provide our Services to institutions (such as schools, universities, employers). |
| Personal Data Items | <p>Pupil</p> <ul style="list-style-type: none"> • Name • Information collected as part of Examinations, certifications, Educational Courses, and Tutoring • Health data for access arrangements • Biometric face and voice technology to prevent cheating • Other sensitive information for equality monitoring |
| Why is it being processed? | https://www.pearson.com/en-gb/privacy-center/privacy-notice.html |
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| Who is data shared with? | https://www.pearson.com/en-gb/privacy-center/privacy-notices.html |
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| System used: Pebble | |
| Owner | Prudhoe Community High |
| Description | Online platform to help schools fundraise. |
| Personal Data Items | Staff <ul style="list-style-type: none"> • Name • Address • Email Parent <ul style="list-style-type: none"> • 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 |

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| System used: Personnel files | |
| Owner | Prudhoe Community High |
| Description | Information relating to staff employment |
| Personal Data Items | Staff <ul style="list-style-type: none"> • 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 |

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| System used: Photographs and videos of staff and pupils. | |
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| Owner | Prudhoe Community High |
| Description | Permission to display staff and pupil photographs (unnamed) and video on the school website and social media platforms. |
| Personal Data Items | <p>Staff</p> <ul style="list-style-type: none"> • Name • Photograph • Video <p>Pupil</p> <ul style="list-style-type: none"> • Photograph (unnamed) • Video (unnamed) <p>Governor</p> <ul style="list-style-type: none"> • Name • Photograph |
| Why is it being processed? | To celebrate the life and work of the school. |
| Who is data shared with? | The public |

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| System used: PowerBI | |
| Owner | Prudhoe Community High |
| Description | Microsoft Power BI is an interactive data visualization software product developed by Microsoft with a primary focus on business intelligence (BI). It is part of the Microsoft Power Platform. Power BI is a collection of software services, apps, and connectors that work together to turn various sources of data into static and interactive data visualizations. Data may be input by reading directly from a database, webpage, PDF, or structured files such as spreadsheets, CSV, XML, JSON, XLSX, and SharePoint. |
| Why is it being processed? | TBC |
| Who is data shared with? | TBC |

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| System used: PS Financials | |
| Owner | Prudhoe Community High |
| Description | Accounting, purchasing, budgeting and reporting software. |
| Personal Data Items | <p>Staff</p> <ul style="list-style-type: none"> • Name • School • MIS ID • Email address |

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| | School <ul style="list-style-type: none"> • Name • Purchase data • Accounting data • Sales data • Expense data • Payment data • VAT returns |
| Why is it being processed? | To provide the school with an online financial management system. |
| Who is data shared with? | VAT returns shared with HMRC |

| System used: Recruitment information | |
|--------------------------------------|--|
| Owner | Prudhoe Community High |
| Description | Part of the job application process |
| Personal Data Items | Name <ul style="list-style-type: none"> • 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 | Prudhoe Community High |
| Description | Daily register, after school club registers, lunch register |
| Personal Data Items | Child <ul style="list-style-type: none"> • Name • Address • Date of Birth • Lunch Status • Attendance |
| Why is it being processed? | To monitor children's attendance - legal obligation. |
| Who is data shared with? | School staff, after school club providers |

| System used: Safeguarding Records - Electronic | |
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| Owner | Prudhoe Community High |
| Description | Records relating to safeguarding of children |
| Personal Data Items | <p>Pupils</p> <ul style="list-style-type: none"> • Name • Date of Birth • Address • Health Needs • Social Care Status • Educational Needs • Child Protection Plan/Actions <p>Parent/Carers</p> <ul style="list-style-type: none"> • Name • Address • Contact Details <p>Staff</p> <ul style="list-style-type: none"> • Name • Position <p>Social Care Worker</p> <ul style="list-style-type: none"> • Name • Address • Contact Details <p>External Support Workers</p> <ul style="list-style-type: none"> • 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 | Prudhoe Community High |
| Description | Records relating to safeguarding of children |
| Personal Data Items | <p>Pupils</p> <ul style="list-style-type: none"> • Name • Date of Birth |

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| | <ul style="list-style-type: none"> • Address • Health Needs • Social Care Status • Educational Needs • Child Protection Plan/Actions <p>Parent/Carers</p> <ul style="list-style-type: none"> • Name • Address • Contact Details <p>Staff</p> <ul style="list-style-type: none"> • Name • Position <p>Social Care Worker</p> <ul style="list-style-type: none"> • Name • Address • Contact Details <p>External Support Workers</p> <ul style="list-style-type: none"> • 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 |

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| System used: Salamander Soft- Cloud Sync | |
| Owner | Prudhoe Community High |
| Description | SalamanderSoft provides process automation services for educational institutions and connects your key IT systems with your management information system (MIS), ensuring relevant accounts, groups and permissions are always up-to-date. |
| Why is it being processed? | https://www.salamandersoft.co.uk/privacy-policy/ |
| Who is data shared with? | https://www.salamandersoft.co.uk/privacy-policy/ |

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| System used: School Cloud | |
| Owner | Prudhoe Community High |
| Description | SchoolCloud started in a computing classroom — except, we weren't the |

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| | <p>teachers. Our company founders were aged 15 and challenged by their IT teacher to solve a school-wide issue of room double bookings. They spent a rainy, Scottish summer developing our very first product, Room Booking System. Not only did their school find it a winning solution, but they even gave them the grand sum of £100 for it! Equipped with our first income and some valuable guidance from entrepreneurial parents, we launched our business from the playground in 2006. And we've not looked back since. Today, by understanding our customers to ensure our technology is tailored to their needs, our software has come far beyond version one. We've organically grown our team to develop and launch multiple award-winning technology solutions that are used across the world to enhance school operations.</p> |
| Personal Data Items | <p>Parents</p> <ul style="list-style-type: none"> • Name • Email address <p>Pupil</p> <ul style="list-style-type: none"> • Name <p>Teacher</p> <ul style="list-style-type: none"> • Name |
| Why is it being processed? | https://www.schoolcloud.co.uk/privacy-notice.asp |
| Who is data shared with? | https://www.schoolcloud.co.uk/privacy-notice.asp |

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| System used: School Cloud- TES | |
| Owner | Prudhoe Community High |
| Description | Parents evenings, clubs & events and room booking |
| Why is it being processed? | To parents evenings, clubs & events and room bookings |
| Who is data shared with? | https://www.schoolcloud.co.uk/privacy-notice.asp |

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| System used: School meals identification | |
| Owner | Prudhoe Community High |
| Description | Identification of pupils for meals |
| Personal Data Items | <p>Pupil</p> <ul style="list-style-type: none"> • Name • Photograph • Dietary requirement |
| Why is it being processed? | To ensure the pupils receive appropriate dietary requirements, particularly those with food allergies. |
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| Who is data shared with? | Not shared |
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| System used: School's Mutual | |
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| Owner | Prudhoe Community High |
| Description | Schools Mutual is a not-for-profit absence cover solution designed exclusively for schools to keep money in education. Our primary goal is to support schools, their budgets and their staff. Our cover is designed to both protect your budget against the rising cost of absences, whilst also supporting you in reducing those absence levels. |
| Personal Data Items | <p>Staff responsible for making the decisions relating to scheme of cover</p> <ul style="list-style-type: none"> • Name • email address • school phone number <p>Staff</p> <ul style="list-style-type: none"> • Name • DOB • Gender • Position • Marital status • Job description and working hours • Medical history including details of pre-existing medical/health conditions • Information relating to current health/medical condition and previous absence records |
| Why is it being processed? | <ul style="list-style-type: none"> • Under a contract, or to take steps to enter into a contract in respect of membership of the Mutual fund and the services provided therein. • To comply with a legal obligation • For our legitimate interests or those of a third party (provided the individual's rights and freedoms are not overridden) • to protect the vital interests of the data subject or another natural person • The data subject has freely given clear consent |
| Who is data shared with? | <p>To manage and administer the fund, we need to share personal data with third-party processors. These may include:</p> <ul style="list-style-type: none"> • Schools Advisory Service (SAS) – the fund administrator Wellbeing Services <p>Personal data may also be shared with third-party service providers who deliver specific Medical and Wellbeing services or activities to members' staff. In all instances SAS Mutual CIC will:</p> <ul style="list-style-type: none"> • Establish a data-sharing agreement with the supplier or contractor, either in the contract or MUTUAL V2 Page 4 as a standalone agreement, to ensure the fair and lawful processing of personal data following your policies, our policies and the data protection legislation • Only share data to the extent that the sub-processor or service provider needs it to deliver their service and to keep them safe while working with you and us. <p>Others We may also share the contact details of your organisation with other companies in the group if we believe their services would be of interest and benefit to you. We use third-party service providers such as MailChimp to send marketing materials. We may share the name and contact email addresses of members,</p> |

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| | former members, and prospective member organisations with those service providers to assist us in carrying out this processing activity |
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| System used: School360 | |
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| Owner | Prudhoe Community High |
| Description | Learning platform for Northumberland schools with links to 3rd party educational resource providers. |
| Personal Data Items | <p>Pupil</p> <ul style="list-style-type: none"> • Name • School id • Class/Group • Year • UPN (Unique Pupil Number) • Gender • Attendance (If School360 used for registration) • Pupil concern reports • EYFS reflections <p>Staff</p> <ul style="list-style-type: none"> • 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: SEND electronic records | |
|--------------------------------------|---|
| Owner | Prudhoe Community High |
| Description | Records relating to Special Educational Needs and Disability for individual pupils |
| Personal Data Items | <p>Pupils</p> <ul style="list-style-type: none"> • Name • Date of Birth • Address • Health Needs • Social Care Status • Educational Needs • SEND History <p>Parents / Carers</p> <ul style="list-style-type: none"> • Name • Address |

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| | <ul style="list-style-type: none"> • Contact details <p>Staff</p> <ul style="list-style-type: none"> • Name • Position <p>External Support Workers</p> <ul style="list-style-type: none"> • 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 |

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| System used: Send Paper Records | |
| Owner | Prudhoe Community High |
| Description | Records relating to individual pupil's SEND history |
| Personal Data Items | <p>Pupil</p> <ul style="list-style-type: none"> • Name • Date Of Birth • Address • Medical Information • Health & Social Care • Specific Educational Needs • Interventions In Place <p>Parents</p> <ul style="list-style-type: none"> • Name • Address • Contact Details <p>Staff</p> <ul style="list-style-type: none"> • Name • Position <p>External Support</p> <ul style="list-style-type: none"> • Name • Organisation • Position • Address |

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| | <ul style="list-style-type: none"> • Contact 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: Seneca Learning | |
|-----------------------------------|--|
| Owner | Prudhoe Community High |
| Description | 4,500,000 students use Seneca to boost their grades at school and at home. We have interactive courses written by senior examiners for ages 8-18. Our free parent accounts let you monitor your child's progress on these courses whenever you like! |
| Personal Data Items | <p>Teacher</p> <ul style="list-style-type: none"> • Name <p>Parent</p> <ul style="list-style-type: none"> • Name <p>Child</p> <ul style="list-style-type: none"> • Name • Age |
| Why is it being processed? | https://senecalearning.com/en-GB/privacy |
| Who is data shared with? | https://senecalearning.com/en-GB/privacy |

| System used: Senso Cloud | |
|-----------------------------------|---|
| Owner | Prudhoe Community High |
| 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 | <p>User</p> <ul style="list-style-type: none"> • 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. |

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| Who is data shared with? | External third parties - details and lawful basis all set out on website privacy notice. |
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| System used: SIMS | |
| Owner | Prudhoe Community High |
| 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 their schools. |
| Personal Data Items | <p>Pupil</p> <ul style="list-style-type: none"> • 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 <p>Parent/Carer</p> <ul style="list-style-type: none"> • Name • Address • Phone number • email address • Gender • Title • DOB • Parental responsibility • Language • Occupation <p>Staff</p> <ul style="list-style-type: none"> • Name • Address • Phone number • email address • Title • Gender |

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| | <ul style="list-style-type: none"> • DOB • NI Number • Ethnicity • Bank Account Information • Qualifications • Disability & Medical Information • Religion • Marital status • Language • Passport 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 |

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| System used: SISRA | |
| Owner | Prudhoe Community High |
| Description | SISRA Analytics can assist schools with department reviews, target setting, analysis of current data, intervention and exam Results Day analysis. |
| Personal Data Items | <p>Staff</p> <ul style="list-style-type: none"> • Name • School name • School address • Email address • Telephone number • IP address <p>Pupil</p> <ul style="list-style-type: none"> • Name • School • Performance data • Year • Classes |
| Why is it being processed? | To provide the school with a range of analytical tools. |
| Who is data shared with? | Shared internally External third parties see attachment. |

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| System used: Social media sites e.g. Twitter, Facebook | |
| Owner | Prudhoe Community High |

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| Description | Social Media tool used to inform parents about events in school and celebrate children's achievement. |
| Personal Data Items | Pupil <ul style="list-style-type: none"> • 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 |

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| System used: Sports Leader UK | |
| Owner | Prudhoe Community High |
| Description | Awarding body for L3 award in Sport leadership |
| Personal Data Items | Child <ul style="list-style-type: none"> • Name • D.o.B • Contact details • Unique Learner Number • Assessment details |
| Why is it being processed? | To gain qualifications |
| Who is data shared with? | Sport Leader UK |

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|-----------------------------------|---|
| System used: Still Human | |
| Owner | Prudhoe Community High |
| Description | Still Human delivers workshops to staff in education on a range of health and wellbeing topics, sharing evidence-based knowledge and practical strategies that make being a human a little easier. |
| Personal Data Items | User <ul style="list-style-type: none"> • Name • Personal and special category data necessary to provide wellbeing services, courses and workshops |
| Why is it being processed? | https://cdn.cms.stillhuman.co.uk/Still_Human_Privacy_Policy_March_2024_Version_4_7e1a68cc97.pdf |
| Who is data shared with? | https://cdn.cms.stillhuman.co.uk/Still_Human_Privacy_Policy_March_2024_Version_4_7e1a68cc97.pdf |

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| System used: The National College | |
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| Owner | Prudhoe Community High |
| Description | A provider of online training for staff & governors |
| Personal Data Items | Staff member <ul style="list-style-type: none"> • Name • Job Title • Email • Phone number Governor <ul style="list-style-type: none"> • 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 |

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|-----------------------------------|--|
| System used: Thrive | |
| Owner | Prudhoe Community High |
| Description | Social and Emotional Screening Programme |
| Personal Data Items | Pupil <ul style="list-style-type: none"> • Name • DOB • Class • Year Group • UPN • Assessment information • LAC Staff <ul style="list-style-type: none"> • Name • Class |
| Why is it being processed? | Social & emotional development tracking |
| Who is data shared with? | School staff |

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| System used: Tyne & Wear Pension Fund- South Tyneside Council | |
| Owner | Prudhoe Community High |
| Description | The Administering Authority holds personal data , in its capacity as a controller, for the proper handling of all matters relating to the Fund, including its administration and management. |
| Personal Data Items | Staff |

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| | <ul style="list-style-type: none"> • Contact details- name, address, telephone numbers, and email • Identifying details- DoB, NI number, employee and membership numbers • Length of service and salary information • Bank account and tax details • Information about family, dependents and personal circumstances • Health information • Criminal conviction information |
| Why is it being processed? | For all matters relating to the Fund, including its administration and management. This can include the processing of your personal data for all or any of the following purposes: To contact you. To assess eligibility for, calculate and provide you (and, if you are a member of the Fund, your beneficiaries upon your death) with benefits. To identify your potential or actual benefit options and, where relevant, implement those options. To allow alternative ways of delivering your benefits, for example, through the use of insurance products and transfers to or mergers with other pension arrangements. For statistical and financial modelling and reference purposes (for example, when we assess how much money is needed to provide members' and beneficiaries' benefits and how that money should be invested). To comply with our legal and regulatory obligations as the administering authority of the Fund. To address queries from members and other beneficiaries and to respond to any actual or potential disputes concerning the Fund. The management of the Fund's liabilities, including the entering into of insurance arrangements and selection of Fund investments. In connection with the sale, merger or corporate reorganisation of or transfer of a business by the employers that participate in the Fund and their group companies. |
| Who is data shared with? | https://www.twpf.info/article/11482/Full-privacy-notice#whatdatawehold |

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|-----------------------------------|---|
| System used: Typing Club | |
| Owner | Prudhoe Community High |
| Description | It is web based and highly effective. TypingClub is (and will always be) free for both individuals and schools. There is an optional paid school edition. Keep practicing each lesson until you get all five stars. It really doesn't take much to learn, a few minutes a day for one to two weeks and you will be a pro! |
| Personal Data Items | child <ul style="list-style-type: none"> • Name |
| Why is it being processed? | https://www.typingclub.com/privacy.html |
| Who is data shared with? | https://www.typingclub.com/privacy.html |

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| System used: UCAS | |
| Owner | Prudhoe Community High |
| Description | University Applications |

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|-----------------------------------|--|
| Personal Data Items | Child <ul style="list-style-type: none"> • Name • Predicted Grades • References Teacher <ul style="list-style-type: none"> • Name • email address |
| Why is it being processed? | To enable students to apply for university |
| Who is data shared with? | N/A |

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|-----------------------------------|---|
| System used: Unifrog | |
| Owner | Prudhoe Community High |
| Description | Research platform for destinations |
| Personal Data Items | Child <ul style="list-style-type: none"> • Name • Contact Details • Assessment information • Date of birth |
| Why is it being processed? | To enable students to research possible destinations for post 16 and 18 study |
| Who is data shared with? | SLT and tutors |

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| System used: Virtual College | |
| Owner | Prudhoe Community High |
| Description | Online training that saves you time and money Looking for high quality compliance and professional development training? Our vast library of accredited and certified online courses can help. Covering everything from food safety, safeguarding, health and safety through to personal development and leadership & management, our online courses are simple, cost-effective and accessible for all. |
| Personal Data Items | teacher <ul style="list-style-type: none"> • Name • email |
| Why is it being processed? | https://www.virtual-college.co.uk/privacy-policy |
| Who is data shared with? | https://www.virtual-college.co.uk/privacy-policy |

| System used: Visitor book | |
|-----------------------------------|--|
| Owner | Prudhoe Community High |
| Description | Log of all visitors into school / fire regulations |
| Personal Data Items | Visitor <ul style="list-style-type: none"> • 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 | |
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| Owner | Prudhoe Community High |
| Description | <p>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.</p> |
| Personal Data Items | Teacher <ul style="list-style-type: none"> • Name • Date of Birth • Gender • Email address • Payment details Child <ul style="list-style-type: none"> • Name • Age • Gender • Email address Parent <ul style="list-style-type: none"> • Name • Age • Gender • Email address • |

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| Why is it being processed? | https://whiterosemaths.com/privacy/ |
| Who is data shared with? | https://whiterosemaths.com/privacy/ |

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| System used: Wonde | |
| Owner | Prudhoe Community High |
| Description | Manages transfer of data from Sims MIS to School360. |
| Personal Data Items | <p>Staff</p> <ul style="list-style-type: none"> • Name <p>Pupil</p> <ul style="list-style-type: none"> • 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 |

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| System used: Zoom | |
| Owner | Prudhoe Community High |
| 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 | <p>Teacher</p> <ul style="list-style-type: none"> • Name <p>Parent</p> <ul style="list-style-type: none"> • Name |
| Why is it being processed? | https://zoom.us/trust |
| Who is data shared with? | https://zoom.us/trust |

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| System used: Accessit | |
| Owner | Prudhoe Community High |

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|-----------------------------------|--|
| Description | Library Services |
| Personal Data Items | Pupil <ul style="list-style-type: none"> • Name • Lending History • Gender |
| Why is it being processed? | Library records |
| Who is data shared with? | Not Shared |

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|-----------------------------------|---|
| System used: Bebras UK | |
| Owner | Prudhoe Community High |
| Description | Computer challenge |
| Personal Data Items | Teacher <ul style="list-style-type: none"> • Name and School Student <ul style="list-style-type: none"> • Name and Gender |
| Why is it being processed? | To support learning |
| Who is data shared with? | n/a |

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|-----------------------------------|---|
| System used: CCTV | |
| Owner | Prudhoe Community High |
| Description | CCTV |
| Personal Data Items | Staff <ul style="list-style-type: none"> • Images Child <ul style="list-style-type: none"> • Images Visitor <ul style="list-style-type: none"> • Images |
| Why is it being processed? | Safeguarding |
| Who is data shared with? | Police in event of criminal proceedings |

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| System used: Civica | |
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| Owner | Prudhoe Community High |
| Description | Civica provide schools with their own cashless catering, and online payment system. |
| Personal Data Items | Pupil <ul style="list-style-type: none"> • Name • Registration Group • Year • Date of Birth • Gender • Free school meal eligibility • Photograph Staff <ul style="list-style-type: none"> • Name • School • Address |
| Why is it being processed? | To provide users with access to the cashless payment system for school meals. |
| Who is data shared with? | Not shared |

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|-----------------------------------|--|
| System used: Duolingo | |
| Owner | Prudhoe Community High |
| Description | MFL teaching resource |
| Personal Data Items | Student <ul style="list-style-type: none"> • Name Teacher <ul style="list-style-type: none"> • Name • |
| Why is it being processed? | |
| Who is data shared with? | n/a |

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|----------------------------|--|
| System used: Exam Boards | |
| Owner | Prudhoe Community High |
| Description | Pearson/OCR/AQA |
| Personal Data Items | Child <ul style="list-style-type: none"> • Name • Date of birth |

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| | <ul style="list-style-type: none"> • Gender • Unique Candidate identifier • Unique Learner Number • Legal Name • Coursework marks • Forecast grades |
| Why is it being processed? | Exam entry and issuing of qualifications |
| Who is data shared with? | Edexcel |

| System used: GCSE Pod | |
|-----------------------------------|---|
| Owner | Prudhoe Community High |
| Description | GCSEPod is a resource to help students learn, retain and recall all the information they need to achieve their GCSE goals. |
| Personal Data Items | <p>Student Data Information - extracted from Bromcom</p> <ul style="list-style-type: none"> • MIS ID • Date of Birth • Surname • Forename • Admission Number <p>Staff Data Information - extracted from Bromcom</p> <ul style="list-style-type: none"> • Title • Surname • Forename • Email • Teaching/Non Teaching Staff • Date of Leaving • Role Text • Staff Code <p>Group Name/Type and ID</p> <ul style="list-style-type: none"> • Registration Group/Year Group/Class Name/Subject • Name |
| Why is it being processed? | To give online access to gcse learning resources |
| Who is data shared with? | Shared with school |

| System used: Glasscubes | |
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| Owner | Prudhoe Community High |
| Description | Data sharing platform |
| Personal Data Items | <p>Staff</p> <ul style="list-style-type: none"> • Name |

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| Why is it being processed? | The transfer of student information to support providers |
| Who is data shared with? | NEUCOP |

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| System used: Health & Safety | |
| Owner | Prudhoe Community High |
| Description | Records pertaining to Health & Safety |
| Personal Data Items | <p>Staff</p> <ul style="list-style-type: none"> • Name • Contact details • D.o.B • Record of Accident/Incident <p>Child</p> <ul style="list-style-type: none"> • Name • Contact details • D.o.B • Record of Accident/Incident <p>Visitor</p> <ul style="list-style-type: none"> • 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 |

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| System used: icoachcricket | |
| Owner | Prudhoe Community High |
| Description | icoachcricket offers a range of content and features to support your coaching and enhance player experience. |
| Why is it being processed? | |
| Who is data shared with? | n/a |

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| System used: Internal Assessment | |
| Owner | Prudhoe Community High |
| Description | Electronic and paper mark books |
| Personal Data Items | Child |

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| | <ul style="list-style-type: none"> • Name • Gender • Disadvantaged cohort • SEND Code • Key Stage 2 Assessment data • Internal Assessment Data |
| Why is it being processed? | To track student achievement and report to parents |
| Who is data shared with? | Parents |

| System used: Issac Computer Science | |
|-------------------------------------|--|
| Owner | Prudhoe Community High |
| Description | Online learning platform for students and teachers (with resources) |
| Personal Data Items | <p>Full Name</p> <ul style="list-style-type: none"> • Name <p>Email Address</p> <ul style="list-style-type: none"> • Name <p>DOB</p> <ul style="list-style-type: none"> • Name <p>Gender</p> <ul style="list-style-type: none"> • Name |
| Why is it being processed? | To provide interactive features on the website - learning platform |
| Who is data shared with? | Teachers/students |

| System used: Issacphysics.org | |
|-----------------------------------|---|
| Owner | Prudhoe Community High |
| Description | learning platform to support physics in the curriculum |
| Personal Data Items | <p>Pupil Information</p> <ul style="list-style-type: none"> • First Name • Last Name • School email • To state if over 13 |
| Why is it being processed? | IsaacPhysics.org is a website run by the University of Cambridge to help children and young people learn about science and computing and to help teachers teach science and computing |
| Who is data shared with? | https://isaacphysics.org/privacy |

| System used: Knowitaallninja | |
|-----------------------------------|--|
| Owner | Prudhoe Community High |
| Description | Revision tool |
| Personal Data Items | Students <ul style="list-style-type: none"> • Name |
| Why is it being processed? | |
| Who is data shared with? | n/a |

| System used: Mathswatch | |
|-----------------------------------|---|
| Owner | Prudhoe Community High |
| Description | Maths homework tool |
| Personal Data Items | Student <ul style="list-style-type: none"> • Name • Assessment information |
| Why is it being processed? | |
| Who is data shared with? | Parents |

| System used: Maze 8 | |
|-----------------------------------|------------------------|
| Owner | Prudhoe Community High |
| Description | |
| Why is it being processed? | |
| Who is data shared with? | |

| System used: Memrise | |
|----------------------------|---|
| Owner | Prudhoe Community High |
| Description | MFL learning tool |
| Personal Data Items | Student <ul style="list-style-type: none"> • Name • Teacher <ul style="list-style-type: none"> • Name • |

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| Why is it being processed? | |
| Who is data shared with? | n/a |

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| System used: NECOP | |
| Owner | Prudhoe Community High |
| Description | |
| Why is it being processed? | |
| Who is data shared with? | |

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| System used: Replit | |
| Owner | Prudhoe Community High |
| Description | With powerful tools, innovative AI features, and seamless multiplayer support, Replit is the best place to code. |
| Why is it being processed? | To support students projects |
| Who is data shared with? | n/a |

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|-----------------------------------|---|
| System used: SIMS FMS | |
| Owner | Prudhoe Community High |
| Description | School budget management |
| Personal Data Items | Suppliers <ul style="list-style-type: none"> • Name • Contact details • Payment terms |
| Why is it being processed? | In order to control school budget data |
| Who is data shared with? | Not shared |

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| System used: Sparta | |
| Owner | Prudhoe Community High |
| Description | Sparta is a leading providers of occupational and physical health services. Established in 2001 we have experienced strong growth each year based on our successful focus on our client's needs, many of whom we've partnered for more than ten years. They include leading names across a wide range of sectors including oil & gas, manufacturing, chemical, pharmaceutical, transport, housing , construction and demolition industry. We also private clients with health services, including sports injury treatment, shoulder, back and joint pain programmes, vaccinations, |

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| | massage and pilates. Our approach is simple. We provide the highest level of bespoke occupational and physical health services, cost effectively and efficiently both empathetically and at times and locations to suit our clients |
| Personal Data Items | All Staff <ul style="list-style-type: none"> • Name • Employment Details |
| Why is it being processed? | Staff wellbeing and to allow investigation of any health problems for school HR processes |
| Who is data shared with? | Staff and those who staff may nominate e.g. professional association. HR provider |

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|-----------------------------------|--|
| System used: Sports Leader UK | |
| Owner | Prudhoe Community High |
| Description | Awarding body for L3 award in Sport leadership |
| Personal Data Items | Child <ul style="list-style-type: none"> • Name • D.o.B • Contact details • Unique Learner Number • Assessment details |
| Why is it being processed? | To gain qualifications |
| Who is data shared with? | Sport Leader UK |

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|-----------------------------------|------------------------|
| System used: The Career People | |
| Owner | Prudhoe Community High |
| Description | |
| Why is it being processed? | |
| Who is data shared with? | |

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|----------------------------|---|
| System used: UCAS | |
| Owner | Prudhoe Community High |
| Description | University Applications |
| Personal Data Items | Child <ul style="list-style-type: none"> • Name • Predicted Grades |

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|-----------------------------------|--|
| | <ul style="list-style-type: none"> • References <p>Teacher</p> <ul style="list-style-type: none"> • Name • email address |
| Why is it being processed? | To enable students to apply for university |
| Who is data shared with? | N/A |

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|-----------------------------------|--|
| System used: Unifrog | |
| Owner | Prudhoe Community High |
| Description | Research platform for destinations |
| Personal Data Items | <p>Child</p> <ul style="list-style-type: none"> • Name • Contact Details • Assessment information • Date of birth |
| Why is it being processed? | To enable students to research possible destinations for post 16 and 18 study |
| Who is data shared with? | Not shared |

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|-----------------------------------|--|
| System used: Up Learn | |
| Owner | Prudhoe Community High |
| Description | Improves A level grades - Up Learn provides everything you need to get an A*/A at A Level in your subject, as efficiently as possible. No need for textbooks or tutors. |
| Personal Data Items | <p>Teacher</p> <ul style="list-style-type: none"> • Name • Email <p>Pupil</p> <ul style="list-style-type: none"> • Name • Email • Subjects • Classes |
| Why is it being processed? | To target specific learning packages to students - to fill in gaps in their knowledge |
| Who is data shared with? | https://uplearn.co.uk/privacy/ |

| System used: Use of staff and student images | |
|--|---|
| Owner | Prudhoe Community High |
| Description | Permission to display staff & student photographs and video on website, social media and in marketing materials |
| Personal Data Items | <p>Child</p> <ul style="list-style-type: none"> • Name • Photo • Video <p>Staff</p> <ul style="list-style-type: none"> • Name • Photo and video images |
| Why is it being processed? | To celebrate successes and for school marketing |
| Who is data shared with? | Public |

| System used: XR+ | |
|-----------------------------------|---|
| Owner | Prudhoe Community High |
| Description | XR+ provides a Low code studio to create in minutes AR / VR immersive experiences deployed at scale on any online and offline channels. |
| Why is it being processed? | To support students in AR projects |
| Who is data shared with? | n/a |