

# HAYGROVE SCHOOL



## Privacy Notice for Local Governors

### Privacy Notice (How we use personal information on get information about schools - GIAS)

This notice explains what personal data (information) we may collect, use, store and share about you. We are required to give you this information under data protection law.

### The categories of governance information that we process include:

- personal information (such as name, address, contact details, gender)
- Special Category characteristics (disability)
- governance details (such as role, start and end dates and governor ID)
- details of governance training booked and attended
- if you visit the school during a public health emergency, we may also collect some limited information about you as we are required to by law

### Why we collect and use governance information

The personal data collected is essential, i i01 ( (o)8 rdp)-4(e)-1 (a)10 (fn)6 (o)-2 r (t)6 (h)-4(e)-1 ((s)2 (c)4n)6 (o)-2  
We collect and use governance information, for the following purposes:

- a) to meet the statutory duties placed upon us
- b) to communicate with you about relevant school business
- c) to procure appropriate training for you to fulfil your role

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing governance information are:

**Article 6 (c) Legal obligation:** the processing is necessary for us to comply with the law



ascertain local authority governor vacancies to be filled  
assess and report on vacancies across the county

**Department for Education**  
The Depart

## Contact

If you would like to discuss anything in this privacy notice, please contact: Amy Brittan, Data Protection Officer [dposchools@somerset.gov.uk](mailto:dposchools@somerset.gov.uk)

## How Government uses your data

The governance data that we lawfully share with the DfE via GIAS:

- will increase the transparency of governance arrangements
- will enable schools and the department to identify more quickly and accurately individuals who are involved in governance and who govern in more than one context
- allows the department to be able to uniquely identify an individual and in a small number of cases conduct checks to confirm their suitability for this important and influential role

## Data collection requirements

To find out more about the requirements placed on us by the Department for Education including the data that we share with them, go to <https://www.gov.uk/government/news/national-database-of-governors>

**Note:** Some of these personal data items are not publicly available and are encrypted within the GIAS system. Access is restricted to a small number of DfE staff who need to see it in order to fulfil their official duties. The information is for internal purposes only and not shared beyond the department, unless the law allows it.

## How to find out what personal information DfE hold about you