

PRIVACY NOTICE TEMPLATE

For Lee Royd Nursery School

*Children in need or children looked after: information held
by local authorities*

The Data Protection Act 1998: How we use your information

We collect and process information about children in our care and children to whom we provide services. We use this personal data to:

- support these children and monitor their progress
- provide them with pastoral care; and
- assess the quality of our services

We are required, by law, to pass on some of this information to the Department for Education (DfE) which uses it to; develop national policies, manage local authority performance, administer and allocate funding and identify and encourage good practice. Under certain conditions, DfE may share some of the information we provide to them with third parties (e.g. for the purpose of research). Any such sharing by DfE is strictly controlled and in compliance with the Data Protection Act 1998.

If you require more information about how we and/or the DfE use this information, please visit:

- our website at:
<http://www.lancashire.gov.uk/council/transparency/access-to-information/how-we-use-your-personal-information-and-your-right-to-access-it.aspx>
- the DfE's website at:
<https://www.gov.uk/data-protection-how-we-collect-and-share-research-data>

Or write to us at:

Access to information team
Lancashire County Council
PO Box 78
County Hall
Preston, PR1 8XJ

Access to Information 01772 531116
dataprotection@lancashire.gov.uk