

CCTV privacy notice



St Peter's C of E Junior School
A place for all to flourish

Introduction

This privacy notice explains how St Peter's Junior School Ruddington uses your data when captured on CCTV.

St Peter's Junior School Ruddington has CCTV in operation at various points around the site and buildings, including the visitor entrance. CCTV will capture images in real time wherever the cameras are pointed. These cameras may capture footage of you whilst you are on the premises. Cameras have been situated both inside and outside the buildings.

Who will be using your data?

St Peter's Junior School Ruddington will be the data controller for the data you provide to us. We may also contract third party organisations to process your data on our behalf (e.g. maintenance companies of the system).

What personal data do we use?

- static and moving images of people
- vehicle registration numbers

What types of special category personal data do we need from you?

We do not deliberately set out to capture any special category personal data. However, cameras may incidentally record information which falls within these categories. Additionally, footage cameras may be used as evidence regarding criminal offences or related security measures.

Why do we use your data?

- to ensure the health and safety of employees, service users and visitors to the site
- to detect, prevent or reduce the incidence of crime
- to prevent and respond effectively to all forms of possible harassment and disorder
- to reduce the fear of crime
- to create a safer environment
- to provide emergency services assistance
- to assist with health and safety and other serious occurrences, including employment issues, for example, disciplinary investigations, where appropriate to do so
- for the defence of the school or its employees with regards to legal or insurance claims

Who may we share your data with or receive it from?

Sometimes we need to share your information with others. We will only do this when it is necessary, or if we are required to do so by law. We do not plan to share it with anyone else or use it for anything else. When it is necessary, we may disclose footage to specific partners.

We may be asked to provide footage to assist the police with any criminal damage or their investigations. We may also be asked for footage from insurance companies should there be an incident involving car accidents or damage to cars parked on school premises.

However, there is no planned regular or scheduled sharing of CCTV footage with any external organisation. Should this situation change, this privacy notice will be updated and reissued, to keep you fully aware of how the school plans to use CCTV footage which you may be captured in.

CCTV footage will only be processed internally by school staff who are authorised to do so.

How long is your data kept for?

This information is held in accordance with the system operators setup up of 31 days

Contact the Data Protection Officer

If you have any concerns about how the school is using your data, you can contact the school's Data Protection Officer by writing to:

manjit@primaryworld.com

or

Data Protection Officer
St Peter's Junior School
Ashworth Avenue
Ruddington
Nottingham
NG11 6GB