



## **Aqueduct Primary School's Student/Parent Privacy Notice in response to Covid-19 (Coronavirus)**

Telford and Wrekin is the Data Controller for the use of the use of personal data in this privacy notice.

### **1. Purpose**

The purpose for which we are processing your personal data is to operate the Schools response to the coronavirus (Covid-19) public health epidemic. This will involve the dissemination and gathering of information.

While it is not possible to give an exhaustive list in the current fast developing circumstances, examples include communicating public health advice, dealing with enquiries, collecting and disclosing contact details of academics or medical professionals as well as details of suppliers or prospective suppliers.

### **2. The data**

We will process the following personal data if applicable:

- your name
- your home address
- your email address
- your phone number including landline and/or mobile phone numbers (if applicable)
- other data you volunteer

We may also process other information where necessary and proportionate.

We may also process special category data regarding your health.

### **3. Legal basis of processing**

The legal bases for processing your personal data are:

- it is necessary for the performance of a task carried out in the public interest
- it is necessary to protect the data subject's vital interests, or the vital interests of another person

Our legal basis for processing any special category data is:

- it is necessary for reasons of substantial public interest for the exercise of a function of a Minister of the Crown, or a government department.

#### **4. Recipients**

Where necessary and proportionate, your personal data may be shared with other public bodies including government departments, government agencies and executive agencies.

#### **5. Retention**

Relevant personal information is held only for the purposes of this privacy notice will not be held more than one year unless it needs to be retained in the public interest, for legal reasons or for historical record.

#### **6. Sources of information**

Information may be obtained from other data controllers where necessary and proportionate.