



GDPR Pupil Privacy Policy for Tigers Education

Setting: Tigers Education Ltd

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Author of policy: Nicola Wharam

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Policy review dates and changes:

Review Date	By Whom	Summary of Changes Made	Date Implemented

At Tigers Education, we are committed to safeguarding and preserving the privacy of our pupils. This Privacy Policy explains how we collect, use, store, and share pupil information in compliance with the General Data Protection Regulation (GDPR).

Categories of Pupil Information We Collect, Hold, and Share

We collect and hold the following categories of personal information about our pupils:

- **Personal Information:** This includes pupil name, unique pupil number, date of birth, address, and contact details.
- **Characteristics:** This includes ethnicity, language, nationality, country of birth, and free school meal eligibility.
- **Attendance Information:** This includes data about pupil attendance, including sessions attended, number of absences, and reasons for absences.
- **Educational Attainment:** Information related to a pupil's academic performance, including results, grades, and achievements.
- **Assessment Information:** This includes information gathered from assessments, testing, and other evaluations of pupil progress.
- **Behavioural Information:** Information relating to pupil behaviour, including records of behaviour incidents and related actions taken.
- **Safeguarding Information:** Any information relevant to safeguarding concerns regarding the pupil.

Special Category Data We Collect

We may also process special category data about our pupils, which includes sensitive information. This data is processed with a higher level of protection and includes:

- **Medical Information:** Information about any medical conditions, including allergies, medications, and other health-related details. Please note that if a pupil has a severe allergy or is at risk of requiring emergency care for a medical issue, this will be shared with all staff members. This may include photo identification in communal areas (e.g., the staff room) to ensure all staff are aware of the issue in case of an emergency.
- **Special Educational Needs and Disabilities (SEND) Information:** Information regarding the pupil's special educational needs, disabilities, and any associated support measures.

Why We Collect and Use This Information

We use the pupil data for the following purposes:

- To support and enhance pupil learning.
- To monitor and report on pupil progress and attainment.
- To provide appropriate pastoral care and wellbeing support.
- To assess the quality and effectiveness of our services.
- To comply with our legal obligations regarding data sharing and pupil welfare.

The Lawful Basis for Collecting and Using This Information

We collect and use pupil information in accordance with the following legal frameworks:

- **Education Act 1944, 1996, 2002**
- **Education and Adoption Act 2016**
- **Education (Information About Individual Pupils) (England) Regulations 2013**
- **Education (Pupil Information) (England) Regulations 2005**
- **Education and Skills Act 2008**
- **Children & Families Act 2014**
- **Equality Act 2010**
- **Education (Special Education Needs) Regulations 2001**

Additionally, we process information in accordance with Article 6(1)(e) (public task) and Article 9(2)(g) (substantial public interest) of the GDPR as part of our official authority vested in us as Data Controller.

Voluntary and Mandatory Information

While much of the information we request from you is mandatory to comply with educational and legal requirements, some information is voluntary. When we process voluntary information, we will seek consent where necessary and ensure that you are informed about whether the provision of certain information is optional or required.

Collecting Pupil Information

Most pupil information is required for the purposes stated above. However, in certain instances, you may be asked to provide additional voluntary information. We will inform you of the purpose and whether the information is mandatory or optional when collecting any pupil data.

Storing Pupil Data

We store pupil data in line with our Information Retention Policy. Most information we process is retained according to statutory obligations. Personal data that we are not required by law to keep will only be retained for as long as necessary to meet the needs of the organisation or to fulfil our duties. Once the retention period has passed, data will be securely disposed of.

Sharing Pupil Information

We may share pupil data with relevant authorities and organisations, including:

- Local education authorities
- Other schools or educational institutions, where applicable
- Health services and medical professionals, where necessary for the pupil's wellbeing
- Other government departments, agencies, or services as required by law

We ensure that all data sharing complies with data protection laws and that any third parties with whom we share pupil data also adhere to these regulations.

Pupils' Rights Under the GDPR

Under the GDPR, pupils and their parents/guardians have specific rights regarding their personal data. These include:

- **Right to access:** You have the right to request copies of the personal data we hold about you.
- **Right to rectification:** You have the right to request that any information we hold that is inaccurate or incomplete be corrected.
- **Right to erasure:** You have the right to request that we delete personal data under certain conditions.
- **Right to restriction of processing:** You can request that we limit the processing of your data under certain circumstances.
- **Right to data portability:** You can request that we transfer your data to another organization in certain formats.
- **Right to object:** You have the right to object to the processing of your data for certain purposes.

To exercise any of these rights, please contact us using the details provided below.

Contact Us

If you have any questions or concerns about how we handle pupil data or if you wish to exercise your rights, please contact:

Data Protection Officer

Tigers Education
Nicola Wharam
info@tigerseducation.com
07913091055

Updates to This Privacy Policy

We may update this Privacy Policy periodically to reflect changes in our practices or legal requirements. Any updates will be communicated to pupils and parents, where applicable, and will be made available on our website.

This policy ensures that Tigers Education complies with the GDPR while maintaining transparency about how pupil information is used, stored, and shared.