

# Cirencester Kingshill School

## Fair Processing Notice

Schools are required to publish a Fair Processing Notice each year to inform pupils and parents/carers of the data that is collected about them and how it is shared.

If your child is aged 12 or over he/she should also be made aware of the Fair Processing Notice. Please discuss this with your child.

A more detailed Fair Processing Notice and contact details for all of the agencies in data processing can be viewed at either of the following websites:

[www.gloucestershire.gov.uk/dataprotection](http://www.gloucestershire.gov.uk/dataprotection)

[www.cirencesterkingshill.gloucs.sch.uk](http://www.cirencesterkingshill.gloucs.sch.uk).

Some of the information you supply will be used by the Skills Funding Agency to fulfil its statutory functions, issue/verify your Unique Learner Number (ULN) and update/check your Personal Learning Record. The Skills Funding Agency may share your ULN and Personal Learning Record with other education related organisations, such as your careers service, school, college, university, Government Departments and public bodies responsible for funding your education. Further details of how your information is processed and shared can be found at <https://www.gov.uk/government/publications/lrs-privacy-notice>

For those pupils or /parents/carers where this is not practical a hard copy can be obtained from the school. Please contact the Head's P.A. on 01285 651511.

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