

Park End Primary School



Approved By: D Jackson
Date: 17/11/25

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CCTV PRIVACY POLICY

Review Date	Type of Review	Comments	Initials
01/12/2020	New Policy	New Policy	KMCF
01/12/2021	Review	No amendments	JW
Nov 2023	Review	No amendments	LR
Sept 2024	Review	Change of Data Protection Officer	LR
Sept 2025	Review	No amendments	RL



Park End Primary School Privacy Notice CCTV

This privacy notice has been written to inform members of the public, parents, pupils and staff of Park End Primary School, about how and why we process their personal data in relation to CCTV.

Who are we?

Park End Primary is a 'Data Controller' as defined by Article 4 (7) of UK general Data Protection Regulation (UK-GDPR). This means that we determine the purposes for which, and the manner in which, your personal data is processed. We have a responsibility to you and your personal data and will only collect and use this in ways which are compliant with data protection legislation.

The role of the Data Protection Officer (DPO) is to ensure that the school is compliant with GDPR and to oversee data protection procedures:

Data Protection Officer
Julia Rodwell
Park End Primary School
Overdale Road
Middlesbrough
TS3 0AA
contact@parkendprimary.co.uk
01642 314309

What information do we collect and why do we collect it?

By using a CCTV system the school collects, stores, and uses static or moving images of individuals located in the surveillance area.

The school may be able to identify those individuals by using other existing information.

The school operates CCTV for the following purposes:

- **for safeguarding children,**
- **for the prevention and detection of crime.**

Our lawful basis for processing your personal data is Article 6(1)(e) and 6(1)(f) respectively:

- 6(1)(e) - Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller – Safeguarding children.
- 6(1)(f) - Processing is necessary for the purposes of legitimate interests - prevention and detection of crime.

Who has access to your personal data?

Your information will only be made available to school employees where there is a need to investigate the recording. Only employees authorised by the school senior leadership team may have access to this footage.

Who do we share your personal data with?

We will only share CCTV footage with other agencies where there is a lawful reason to do so - for example to share with the police for the purposes of crime prevention or to assist in locating an absconding pupil.

How long do we keep your personal data for?

The school will retain this data for one month.

Do you transfer my data outside of the UK?

Generally, the information that the school holds is all held within the UK. However, some information may be held on computer servers which are held outside of the UK. We will take all reasonable steps to ensure your data is not processed in a country that is not seen as 'safe' by the UK government.

What rights do you have over your data?

Under GDPR, individuals have the following rights in relation to the processing of their personal data:

- to be informed about how we process your personal data. This notice fulfils this obligation,
- to request access to your personal data that we hold, and be provided with a copy of it,
- to request that your personal data is erased where there is no compelling reason for its continued processing.

If you have any concerns about the way we have handled your personal data or would like any further information, then please contact our DPO on the address provided above.