



Supplementary Privacy Policy Oasis Academy Brislington

Introduction

Oasis Academy Brislington is part of the Oasis Community Learning, a multi academy trust.

Oasis Community Learning sets out how it collects, uses and stores personal data in a full and detailed privacy notice which applies to the data processed by the academy and can be found on the academy website by following the 'privacy policy' link at the bottom of the homepage, or can be obtained from the academy office. It can also be obtained by visiting <https://www.oasiscommunitylearning.org/privacy-policy>

This document sets out some specific supplementary information that only applies to Oasis Academy Brislington and should be read in conjunction with the full Privacy Notice described above.

Oasis Community Learning including Oasis Academy Brislington is committed to protecting the privacy of the individuals whose data we process and to undertaking all data processing in a lawful, open and transparent way.

Requesting access to your personal data

Under data protection legislation, anyone we hold information about has the right to request access to and information about the data that we hold about them. To make a request for access to your personal information, contact:

Sandra Saunders
Operations Controller
Oasis Academy Brislington
Hungerford Road
Brislington
Bristol
BS4 5EY
0117 377 2055
Sandra.saunders@oasisbrislington.org

Or you can contact the Oasis Community Learning Data Protection Officer:

Sarah Otto
Data Protection Officer
Oasis Community Learning
Interchurch House
35-41 Lower Marsh
London
SE1 7RL
020 7921 4200
DPO@Oasisuk.org

You also have the right to:

- Object to the processing of personal data that is likely to cause, or is causing damage or distress
- Prevent processing for the purpose of direct marketing
- Object to decisions being taken by automated means
- In certain circumstances ask us to rectify information that you think is inaccurate or incomplete

If you have a concern about the way we are collecting or using your personal data, we request that you raise your concern with us in the first instance using the contact Information above.

Alternatively, you can contact the Information Commissioner's Office at <https://ico.org.uk/concerns/> or via their help line on 0303 123 1113.

Supplementary Information about how we use Personal Data in Oasis Academy Brislington

Details of the data processing that occurs in Oasis Academy Brislington can be found in the Oasis Community Learning Privacy Notice, which can be found on the academy website, can be obtained from the academy office or can be downloaded from the Oasis Community Learning website at <https://www.oasiscommunitylearning.org/privacy-policy>. Oasis Academy Brislington makes use of personal data in the following additional ways and for the following additional purposes:

Student Information

How we use student information

- In line with the OCL Privacy Notice

Why we collect and use student information

- In line with the OCL Privacy Notice
- Monitor attendance/punctuality
- To support transition
- To assist students with further educational and career choices
- To assess any Special Educational Need/s

Collecting student personal data

- In line with the OCL Privacy Notice

Storing student personal data

- In line with the OCL Privacy Notice

Who we share student data with

- Student Parent/Carer
- Educators and examining bodies (DFE)
- Safeguarding e.g. CPOMs, Educational Welfare Service, SOL attendance, Social Services (individual students), Police Authorities and Courts, Virtual school (looked after children)
- Suppliers and service providers (to enable them to provide the service we have contracted them for)
- Financial organisations
- Our Auditors
- Survey & research organisations
- Health Authorities
- Health & Social Welfare organisations
- Professional advisers and consultants
- Charities and voluntary organisations
- Professional bodies

Parent/Carer/Guardian's Information

How we use Parent/Carer and Guardian's Information

- In line with the OCL Privacy Notice

Why we collect and use Parent/Carer and Guardian's information

- In line with the OCL Privacy Notice
- Safeguarding purposes
- Student collection arrangements
- Communication e.g. text messaging service, Parents Evening online Booking system
- Attendance penalty notices
- Parental responsibility

Collecting Parent/Carer and Guardian's Personal data

- In line with the OCL Privacy Notice

Storing Parent/Carer/Guardian's personal data

- In line with the OCL Privacy Notice

Who we share Parent/Carer and Guardian's data with

- Supplier and service providers - to enable them to provide the service we have contracted them for
- Financial organisations
- Our auditors
- Survey and research organisations
- Health authorities
- Security organisations
- Professional advisers and consultants
- Charities and voluntary organisations

- Police forces, courts, tribunals
- Professional bodies
- Education Welfare Service
- Admissions

Employee and Volunteer Data

How we use employee and volunteer Information

In addition to those stated in the OCL Privacy Notice, we also collect, store and process:

- Disciplinary information
- Right to work checks
- DBS disclosure checks
- CPD

Why we collect and use employee and volunteer information

- To safeguard students
- To check employees have the right to work in the UK
- To check employees/volunteers are not barred from working with students

Collecting employee and volunteer personal data

- In line with the OCL Privacy Notice

Storing employee and volunteer personal data

- In line with the OCL Privacy Notice

Who we share employee and volunteer data with

In addition to those stated in the OCL Privacy Notice, we may share employee and volunteer data with:

- Our occupational Health providers (Maitland Medical)
- Within Oasis Community Learning
- Handsam H&S online
- Hays training online
- Pension providers
- Teach First (individual teachers)
- Itrent
- Invenry

How we use Children in Need and Looked after Children Information

How we use Children in Need and Looked After Children Information

- In line with the OCL Privacy Notice

Why we collect and use Children In Need and Looked after Children information

- In line with the OCL Privacy Notice

Collecting Children in Need and Looked after Children personal data

- In line with the OCL Privacy Notice

Storing Children in Need and Looked after Children data

- In line with the OCL Privacy Notice

Who we share Children in need and Looked after Children data with

Each individual student will have different data shared. A complete list is shown below:

- Safeguarding e.g CPOMs, Educational Welfare Service, SOL attendance, Social Services (individual students), Police Authorities and Courts, Virtual school (looked after children), Welfare
- Examination data (City of Bristol LA)
- Catering e.g. ASPENS, Cunninghams (tills), Tucasi
- BROMCOM (student MIS)
- Communication e.g. teachers to Parents (text messaging service, Parents Evening online Booking system)
- Office 365
- Suppliers and service providers – to enable them to provide the service we have contracted them for
- Therapeutic Services

Changes to the supplementary privacy notice

- We will keep this notice under regular review to make sure it is up-to-date and accurate.