



**CCTV Privacy Notice
(taken from Privacy Notice V5)
October 2021**

This section of the Privacy Notice relates to our CCTV System, including, but not limited to, where it has been installed on the outside of some of our buildings.

What personal information does this service use?

The CCTV system captures images of people and vehicles in and around where a camera is located. Where fixed CCTV cameras are operating, there will be signs clearly displayed. Images captured by CCTV will not be kept for longer than 30 days. However, on occasions there may be a need to keep images for longer, for example where a crime is being investigated.

What is this personal information used for?

We use this personal data for the following reasons:

- a) To increase personal safety of pupils, staff and visitors, and reduce the fear of crime.
- b) To protect the school buildings and their assets.
- c) To support the Police in a bid to deter and detect crime.
- d) To assist in identifying, apprehending and potentially prosecuting offenders.
- e) To protect members of the public and private property.
- f) To assist in managing the school.

What is the lawful basis we are relying on?

We collect and use this information to ensure the school can undertake its remit to educate children ensuring personal safety of pupils, staff and visitors, protecting school buildings and its assets and to assist in managing the school (Article 6(1)(e) of the General Data Protection Regulation). The school will use the 'Passport to Compliance', issued by the Surveillance Camera Commissioner to ensure that the surveillance camera system complies with the Guiding Principles set out in the Surveillance Camera Code of Practice published by the Home Office as a requirement of the Protection of Freedoms Act 2012.

Where has your personal information come from?

The images are captured because you are present in the area which is covered by the CCTV system.

Who will we share this personal information with?

Your personal data is shared securely with the following, where it is both necessary and appropriate to do so:

- Relevant staff within the school.
- Our local authority.
- The Police.

Further information

If you would like to discuss anything in this privacy notice, please contact:

**Chief Operations Officer, Hales Valley Multi Academy Trust C/O Woodside Primary School,
Highgate Road, Dudley DY2 0SN**

YourIG Data Protection Officer Service

Dudley MBC, 3-5 St James's Road, Dudley, DY1 1HZ

Email: YourIGDPOService@dudley.gov.uk tel: 01384 815607

We may need to update this privacy notice periodically so we recommend that you revisit this information from time to time. This version was last updated on **13th October 2021**.