Privacy Notice

Online Learning, Live Lessons and Video Sharing

The challenges of COVID-19 have meant changes to so many aspects of school life, leading to systems where remote/online learning, video sharing and live lessons are a part of the day-to-day teaching and learning experience. We are pleased to have an opportunity to stay in touch with pupils who are not in school, and to share teaching and learning to the best of our ability.

To do this, we have to think about what platforms best suit our needs. The platforms we are using are:-

Microsoft Teams

Inevitably for pupils and parents, access to these platforms will require a degree of sharing personal data. This might be a name, a school email address for pupils, a parent's email address to logon etc. We want to make sure you use the minimum amount of personal information and all of the platforms are clear about how this can and cannot be used.

How they use the data is set out on the websites of these service providers. If you want more detail, please log on for clarification.

https://privacy.microsoft.com/en-gb/privacystatement

Some platforms involve uploading videos, documents and other items between teachers, pupils and parents.

Other forms of online learning might involve meetings where information about individuals can be seen, for example names and email addresses. These are likely also to be shared with these third-party systems, so you must be aware that when information is input, it is beyond the control of the school.

All the systems we use have stated their commitment to effective data security and GDPR compliance.

When any parent or pupil is uploading material, whether video, photo or a document, you must be aware of the platform you are uploading it to and the fact this is stored outside of the school setting.

Safe practice

It will be usual practice to record any remote/online learning sessions. This is necessary, so the recordings can be used for catch up purposes. Any pupil or parent who wishes not to take part will be free to leave the session.

Please see the protocol for online/remote live teaching and learning. This sets out expectations about how sessions will be managed when live sessions are being used.

The General Data Protection Regulations (UK GDPR)

The General Data Protection Regulations (UK GDPR) provide a framework of Articles about the use of personal data. We have included a cross reference to the relevant Articles in the information below.

The use of your/your child's information for these purposes is lawful for the following reasons:

• We are under a legal obligation to collect the information or the information is necessary for us to meet legal requirements, such as our duty to provide online learning. (Article 6, 1c)

• It is necessary for us to hold and use the information for the purposes of providing schooling and so we can look after our pupils. This function is in the public interest because everybody needs to have an education. (Article 6, 1e)

• Sometimes we need permission to use certain information. In these circumstances, we will ask you/your child, for permission. (Article 6, 1a)

• If you give your consent, you may change your mind at any time.

Concerns

If you have concerns about using these systems, please let the relevant teacher know so this can be discussed, including any possible alternatives. However, such alternatives may lack interactivity, and may simply be a print of material that will be discussed in that lesson. The teacher can answer questions you may have about what the school does with your/your child's information. If you want to speak to them, you can contact them via: **info@murraypark.derby.sch.uk**

Any safeguarding concerns should be referred to Rebecca Somes – the appointed Designated Lead for Safeguarding.

Please also see our Data Protection and GDPR policies and notices that support learning during Covid.

We also have a Data Protection Officer who works with us who we can consult to discuss any matters that arise.