



# Privacy Notice - Pupils

(7 – 11-year-olds)

**Date of Review:** September 2026

**Date of Next Review:** September 2028

## How we use information about you

### Who we are?

We are the Laurus Trust.  
When you come to one of our schools, we collect data about you to help us support you whilst you are there.



### What information about me do you collect?



Personal data includes things

My name  
My address  
My date of birth  
My school records



information about you. It like:

My religion  
Any medication I take  
Any special support I receive

### Why do you need this information?



To help you learn



To keep you safe in school

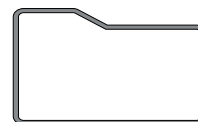
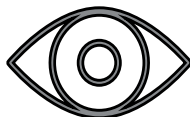
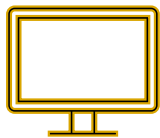


To make sure you have the right support



Because the law says we have to

## How do you keep my information safe?



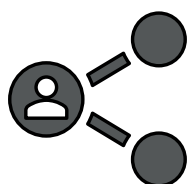
Store it securely in locked cabinets and on school

Store it securely in locked cabinets and on school

Only keep it for as longed as is needed

We always ensure your data is kept safe. When you leave school, your information goes with you to the next school, or it is deleted

## Who else can see my information?



Only people who work for us, or those we give permission to, can see it. These include;

- *The government*
- *Your local council*
- *Health workers (like the school nurse)*

## Your choices



You and your parents can ask to see your information

You can say no to some uses (such as website photographs)

You can ask us to correct any information that is wrong

## What if I want to find out more?

Remember: Your information belongs to you. We use it to help you learn, stay safe and do the best we can for you while you are at school



Speak to the Data Protection Officer

[igschoolsupport@stockport.gov.uk](mailto:igschoolsupport@stockport.gov.uk)

If you are unhappy visit [ico.org.uk/concerns](https://ico.org.uk/concerns)



**Laurus Trust**  
Woods Lane  
Cheadle Hulme  
Cheshire  
SK8 7JY

**t: 0161 549 7000**  
**e: [enquiries@laurustrust.co.uk](mailto:enquiries@laurustrust.co.uk)**  
**w: [laurustrust.co.uk](http://laurustrust.co.uk)**