

Forest Fields Primary and Nursery School



Privacy Statement

As a school we collect, use and share a wide range of personal information or data. We may also have data which we have received from other organisations. Our aim is to keep information safe, use it correctly and comply with the law.

Under data protection law, individuals have a right to be informed about how the school uses any personal data that we hold about them. We comply with this right by providing 'privacy notices' (sometimes called 'fair processing notices') to individuals where we are processing their personal data. Our privacy notices are available on the school website at www.forestfieldsprimary.co.uk and available to view in the school office.

Our privacy notices tell you more about how we collect, use and share information. Including the legal basis for us using the information, your rights regarding the information, how to ensure it is correct and how to complain.

We have Privacy Notices for:

- Parents/Carers
- Pupils
- Visitors
- Governors and Volunteers
- Job applicants
- Staff

If you have any questions please speak to a member of our office team or email our Data Protection Officer at: DPO@forestfields.nottingham.sch.uk.

Signed: *Shahida Chowdhury*

Position: *Headteacher*

Date: *23rd September 2025*

Date to be reviewed: *September 2026*