



## PRIVACY NOTICE

**School Workforce: Those employed to teach, or otherwise engaged to work at, a school or a local authority**

### Data Protection Act 1998 – How we use your information

We process personal data relating to those we employ to work at, or otherwise engage to work at, our school / local authority. This is for employment purposes to assist in the running of the school / authority and/or to enable individuals to be paid. The collection of this information will benefit both national and local users by:

- improving the management of workforce data across the sector
- enabling development of a comprehensive picture of the workforce and how it is deployed
- informing the development of recruitment and retention policies
- allowing better financial modelling and planning
- enabling ethnicity and disability monitoring; and
- supporting the work of the School Teachers' Review Body

This personal data includes; identifiers such as names and National Insurance numbers, characteristics such as ethnic group, employment contracts and remuneration details, qualifications and absence information.

We will not share information about you with third parties without your consent unless the law allows us to. We are required, by law, to pass on some of this personal data to:

- our local authority
- the Department for Education (DfE)

If you require more information about how we and/or DfE store and use your personal data please visit:

- <http://www.redcar-cleveland.gov.uk/rcbcweb.nsf/Homepage?ReadForm>
- <https://www.gov.uk/data-protection-how-we-collect-and-share-research-data>
- [Freebroughacademy.org](http://Freebroughacademy.org)

If you require more information about how we and/or DfE store and use your personal data please visit:

- Freebrough Aademy  
Linden Road  
Brotton  
Saltburn-by-the-sea TS12 2SJ
- [www.freebroughacademy.org](http://www.freebroughacademy.org) email: [info@freebroughacademy.org](mailto:info@freebroughacademy.org)
- Tel: (01287) 676305 or (01287) 677814
- 
- Redcar & Cleveland Borough Council,  
Corporate Intelligence Hub,  
Redcar & Cleveland House,  
Kirkleatham Street, Redcar,  
TS10 1RT  
[www.redcar-cleveland.gov.uk/Enquiries](http://www.redcar-cleveland.gov.uk/Enquiries) email: [CYPTeam@redcar-cleveland.gov.uk](mailto:CYPTeam@redcar-cleveland.gov.uk)  
Tel: (01642) 771103 or (01642) 444369

*Refreshed September 2017*