Altamont Lutheran Privacy Notice

This Privacy Notice has been written to inform parents and pupils of Altamont Lutheran Interparish School about what we do with your personal information. This Notice may be subject to change.

What information do we collect?

The categories of information that we collect, hold and share include the following:

* Personal information of pupils and their family members e.g. name, pupil number, DOB and address
* Educational attainment
* Free school meal eligibility
* Attendance information
* Assessment information
* Behavioral information
* Safeguarding information

We will also process certain ‘special category’ data about our pupils including:

* Relevant medical information- please note that where the pupil has a severe allergy or is thought to be at risk of needing emergency care for a medical issue then this will be shared with all the staff. We may do this in the form of photo identification in the staff room to ensure that all staff are aware of the issues should an emergency situation arise
* Special Educational Needs and Disabilities information
* Race, ethnicity and religion

Why do we collect your personal data?

We use the information we collect:

* to support pupil learning
* to monitor and report on pupil progress
* to provide appropriate pastoral care
* to assess the quality of our services

While the majority of pupil information you provide to us is mandatory, some of it is provided to us on a voluntary basis. When we do process this additional information we will ensure that we ask for your consent to process this.

We routinely share pupil information with:

* schools that the pupils attend after leaving us

We will not share any information about you outside the school without your consent unless we have a lawful basis for doing so.

If you have any concerns about the way we have handled your personal data or would like any further information, then please contact Robinette Flach at 618-483-6428 or robiflach@alisrockets.com