



Privacy Notice - Website Use and Privacy

*This Privacy Notice has been written to inform you about how Tornedale Infant School processes your personal data when you visit our website. **This notice only applies to how the school uses your data when you visit our website. For more information about how the school uses personal data in general please see our other privacy notices.***

Who are we?

Tornedale Infant School is a 'Data Controller' as defined by Article 4 (7) of the UK GDPR for all processing activities less those with Facebook and Twitter. This means that we determine the purposes for which, and the manner in which, your personal data is processed. We have a responsibility to you and your personal data and will only collect and use this in ways which are compliant with data protection legislation.

(Insert school) is a Joint Data Controller with Facebook (Ireland Ltd) as defined by Article 26 of the UK GDPR for the cookie and insight data collected through the use of their 'Like' buttons that inserted as widgets on our website.
Contact details for Facebook are:

Facebook Ireland Ltd.
4 Grand Canal Square
Grand Canal Harbour
Dublin 2
Ireland

Tornedale Infant School is a Joint Data Controller with Twitter as defined by Article 26 of the UK GDPR for the cookie and insight data collected through the use of their 'Like' buttons that inserted as widgets on our website.
Contact details for Twitter are:

Twitter Headquarters.
1355 Market St. Ste. 900
San Francisco
CA 94103

The school has appointed Veritau Ltd to be its Data Protection Officer (DPO). The role of the DPO is to ensure that the school is compliant with the UK GDPR and to oversee data protection procedures. Veritau's contact details are overleaf:

Schools Data Protection Officer
Veritau Ltd
County Hall
Racecourse Lane
Northallerton
DL7 8AL

schoolsDPO@veritau.co.uk
01904 554025



Please ensure you include the name of your school in all correspondence

When you visit our website we want to ensure that it offers the best service to our users.

What are cookies?

A cookie is a small file of text that we store on your browser or the hard drive of your electronic device (computer, phone, or tablet etc). Cookies are anonymous and contain no personal information that will identify you personally.

What do we use cookies for?

We use cookies so that:

- We can distinguish you from other users of our website and provide a good experience
- We can remember the information you've provided us with while on our website, so you don't have to keep re-entering the information whenever you visit a new page
- We can look at how you use our website so that we can improve it for other users.

We do not use cookies to:

- Monitor your usage of other websites (privacy intrusive cookies)
- collect any personal information about you (without your express permission);
- collect any sensitive information;
- pass data to any advertising networks;
- pass personal data to third parties.

What cookie types do we use?

Cookie types and expiry:

- **Session cookies** - these are temporary and are erased when you close your browser at the end of your visit, or if you delete them earlier. The next time you visit our website we will not recognise you and will treat you as a completely new visitor.
- **Persistent cookies** - these remain on your hard drive until you erase them or they expire, this is after 12 months.

We may use one or more of the following kinds of cookies:

- **Strictly Necessary Cookies.** These cookies are required for the operation of our website. This can include cookies that will enable you to log into a secure area of our

website, e.g staff, parent or pupil area. Without these the website will not work as designed. These cookies do not require consent.

- **Functionality cookies.** These cookies require consent. They are used to recognise you when you return to our website. The content is then personalised to you and can greet you by name (once in the secure area) or remember preferences that you may set.
- **Analytical/performance cookies.** These cookies require consent. They allow us to count and recognise the number of visitors to our site. It also allows us to see when and how visitors navigate our website. Using these cookies helps us improve our website and make popular searched items easier to find.

How do we obtain consent for the use of cookies?

When you first visit our sites using a new browser, or if you visit in private browsing mode, we will provide you with a cookies permission banner seeking your consent to use of cookies as required by law.

How do I erase or opt out of the use of cookies?

You can change your cookie preferences at any time through our cookie banner, but please be aware that opting out of cookies may affect your user experience on our website.

Alternatively, most web browsers allow some control of most cookies through the browser settings. To find out more about cookies, including how to see what cookies have been set, visit www.aboutcookies.org or www.allaboutcookies.org.

Find out how to manage cookies on popular browsers:

- Google Chrome
- Microsoft Edge
- Mozilla Firefox
- Microsoft Internet Explorer
- Opera
- Apple Safari

To find information relating to other browsers, visit the browser developer's website.

You can also use specialist software that protects against malicious cookies. These applications can be customised to let you change the content of the cookies you want to receive or will allow to be stored on your device.

Purpose and lawful basis for processing

The lawful basis we rely on to process your personal data is either Article 6(1)(a) of the UK GDPR, for example when we require your consent for the optional cookies we use.

What are my rights?

You have the rights to withdraw consent at any time for the use of optional cookies.

Copyright

Any information on this website, including but not limited to graphics, design, text, and images are subject to Copyright which belongs to the School or a third party that has given permission for the School to use this information. The School grants permissions to electronically copy, print to hard copy, or transfer such material so long as it is for school business only.

Disclaimer and External Links

The School makes every effort to ensure the content on this website is correct and factual. The School accepts no liability for any inconvenience or loss caused by reliance on any information contained on this website.

The School makes every effort to ensure links to external websites are secure. The School accepts no liability for the privacy practices of those external websites.

Who to contact if you have concerns over how your personal data is being handled

If you have any concerns about the way we have handled your personal data or would like any further information, then please contact our DPO on the address provided above.

If we cannot resolve your concerns you may also complain to the Information Commissioner's Office (the Data Protection Regulator) about the way in which the school has handled your personal data. You can do so by contacting:

First Contact Team Information Commissioner's Office Wycliffe House Water Lane Wilmslow Cheshire SK9 5AF icocasework@ico.org.uk // 0303 123 1113
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