

Prudhoe Community High

GDPR Privacy Notice Summary Report

Date: 24/11/2026

Data Protection Officer: Helen Pye

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Introduction

Under the General Data Protection Regulations (GDPR), individuals have a right to be informed about how the school uses any personal data that we hold about them. This report provides information on the kinds of personal data we hold as a school and why and how we might use it.

Schools use a variety of personal data as part of their work and we take great care to ensure that this information is kept safe and secure. Personal data includes things like names, addresses and age, information that we need in order to comply with our statutory role in educating pupils.

Most of this data is essential and does not require your consent to use it. Some personal data is not essential and for that, depending on age, we require the consent of either the pupil or parent. An example of the kind of data that needs consent would be using pupil photographs on the school website.

In this GDPR Privacy Notice summary report, you will find a complete list of all the systems the school uses which hold personal data. The report also contains additional information such as what personal data items are held, the legal basis for doing this, along with a description of the system, why the school processes the data and who it is shared with.

If you have any queries about this document or any other issue relating to personal data, please contact the school Data Protection Officer, whose name is on the front of the pack.

Systems included in this report

System Name	Description	Special Category
Academy BPS	Budget Planning Software (BPS) for budget setting and monitoring. Part of the Core Financial Support Package provided by Schools Financial Services.	
Accident Report Form	ACC1 form for reporting accidents to NCC	
Adobe Creative Cloud Express [formerly Adobe Spark]	Creates videos & stores them	
Assessment Records	Electronic and paper mark books	
Attendance file	Attendance information about pupils and classes	yes
Bandlab	Music education for everyone Our award-winning music creation features let students embark on a music-learning journey that unleashes their creativity and foster collaboration with peers	
Behaviour Files - Paper (in class)	Information relating to the behaviours of particular pupils	yes
Bromcom	To provide the best MIS and finance solution for all schools to help improve student outcomes. Bromcom have over 10 years of experience of delivering using the Cloud, we are the most experienced MIS provider. We are constantly developing our system to reduce bolt ons. We present our software via up to date browser technology and an intuitive user friendly interface making everyday tasks simple to find and execute.	yes
CCTV	CCTV	
Child Protection Records - Electronic	Records relating to child protection issues for individual pupils	yes
Child Protection Records - Paper	Records relating to child protection issues for individual pupils	yes
Civica- Occupational Health (formerly OPAS)	Occupation health software	yes
Clennell Education Solutions	Clennell Education Solutions conduct stringent checks on all our staff prior to their appointment with us, which include: Enhanced DBS disclosure including Children's Barred List Check, Identity checks, Proof of right to work in the UK, Qualifications, Health checks and relevant references. Clennell Education Solutions take full responsibility for all our staff whilst on school premises.	yes
Commando Joes	The Commando Joe online judgement tool allows	yes

	leaders to take a snapshot glance at progress of the 7 behaviour traits across the school/classes. This alongside academic attainment shows progress of all groups including pupils eligible for Pupil Premium or those with SEND.	
Compass and careers tracking	We have created Compass and Tracker, free online tools for schools and colleges in England. Compass helps you to evaluate your institution's careers activity against the eight benchmarks of best practice — known as the Gatsby Benchmarks.Features and benefits Evaluate your careers activity in as little as 30 minutes Compare your school to each of the eight Gatsby Benchmarks Identify areas for improvement, with resources to help you get there Use your result as the basis for your careers plan for the year	
Consent for educational visits	Consent information for all educational visits including day trips and residential visits	yes
Covid-19 Lateral Flow Testing	About 1 in 3 people with coronavirus do not have symptoms but can still pass it on to others. Regular testing of people without symptoms is important to help stop the virus spreading and protect your loved ones. As lockdown restrictions gradually ease we all need to play our part to help protect each other. The following people in England will have access to regular rapid lateral flow testing made available to them as schools reopen: secondary school pupils primary and secondary school staff households, childcare and support bubbles of primary and secondary-age pupils households, childcare and support bubbles of primary and secondary staff	yes
CPOMS	CPOMS - Safeguarding and Child Protection Software for Schools Secure online monitoring of child protection, safeguarding and wider student pastoral welfare for schoolls. CPOMS is software application for monitoring child protection, safeguarding and a whole range of pastoral and welfare issues. Working alongside a school’s existing safeguarding processes, CPOMS is an intuitive system to help with the management and recording of child protection, behavioural issues, bullying, special educational needs, domestic issues and much much more. Using CPOMS, schools can ensure that students are safe and fully supported, whilst school staff can focus on teaching and providing support, instead of administration.	yes
Data tracking spreadsheets	Spreadhseets (excel) to track progress of children over the course of their school career.	yes
DfE (Gov.uk)	The Department for Education (DfE) is data controller for the personal data DfE and our executive agencies process. Our executive agencies are: Education and Skills Funding Agency (ESFA) Standards and Testing	

	Agency (STA) Teaching Regulation Agency (TRA)	
DFE-Census and workforce Census	The school workforce census is a statutory data collection that takes place each autumn. You must complete statutory censuses by law unless there's a good reason not to. The census collects data on all teaching and support staff in regular employment, including those working for: local authorities on central contracts local-authority-maintained schools academies free schools, including: studio schools university technical colleges pupil referral units (local authority establishments that provide education for children who cannot attend a mainstream school) Local authorities are responsible for: coordinating and approving the submission of census data from all their maintained schools submitting data for centrally employed school staff Academies are responsible for submitting and approving their own census data.	
Diagnostic questions	Diagnostic Questions is a leading assessment tool that provides detailed insights into student understanding in a fraction of the time, simultaneously reducing workload and improving student results and confidence.	
Dietary requirements information sheets	Required documents for specific chidlren with severe allergies / intolerances and religious observations (food)	yes
Duke of Edinburgh's Award	DofE offers young people the chance to strive for achievement, overcome obstacles, and set their minds to a personal challenge. DofE is open to any young person aged 14-24. Each young person builds their own DofE programmes – picking their own activities and choosing which cause to volunteer for – in order to achieve a Bronze, Silver or Gold DofE Award. The DofE is run in schools, youth clubs, hospitals, fostering agencies, prisons, sports clubs and more, all over the UK and internationally.	
Duolingo	Duolingo lessons adapt to your learning style. Exercises are tailored to help you learn and review vocabulary effectively Instantly see which answers you get correct. When you miss a challenge, we'll quickly show you how to improve. Learning a language on Duolingo is completely free, but you can remove ads and support free education with Plus. First 14 days on us	
Education Mutual	Staff absence protection for schools	
Edval -Timetabling	We are masters at creating school timetables. Our software is designed to make education easier for everyone. So our products are in fact, solutions. Solutions developed by solving real problems, faced by real schools.Construct the timetable, by either an automated or a manual process Automatically fix	

	teacher and/or room clashes Generate option blocks and sports lists. Facilitates comprehensive class list management: Round robin swaps for student Options, Mischievous/Buddy Pairs, Collapse classes and balance class sizes	
Eedi	Hundreds of millions of children are affected by a lack of personalisation in education, limiting their ability to learn and excel. Teachers are a stretched resource and there are growing shortages worldwide. Technology has so far failed to deliver and a growing private tuition market only serves to drive home the shortcomings of mainstream systems widening the gap between those who can and cannot afford it. The critical factors that determine a child's success and their desire to learn, occur in their early years. Pitted against these impossible odds, many lose confidence and fail to achieve their potential. So, we've made it our mission to help every child build the skills and confidence to thrive in a rapidly changing world. We believe that using smart content, the right amount of technology, and expert-human guidance, we can create learning pathways tailored to the needs of any child. We help children to learn, want to learn more and reveal what they need to learn and when. Already, more than 250,000 teachers in 16,000 schools have used our content, helping millions of children around the world. But it's not just the numbers that matter, it's also about who's using it. We want to help every child, regardless of their social, cultural or economic status. Each child has extraordinary potential, and by providing parents and children the unique insights and personalised instruction to take control of their learning, we can help every child shine.	
EVOLVE visits	An online system for the planning, approval and management of educational visits, sports fixtures and extra-curricular activities.	
Examination Boards administration	Pearson/OCR/AQA/ASDAN/Edexcel and any other examination board	
Exampro (Doublestruck)	Assessment software to produce catered assessments based on AQA past paper questions/mark schemes at GCSE/A-Level.	yes
FFT Aspire	Performance analysis, target setting, pupil progress tracking, attendance tracking and reading assessment.	yes
Future Me (NECOP and NUFC)	he North East Uni Connect Programme is a partnership of all of the universities and colleges in the North East region. We are working together to support young people in the North East think about their futures and how higher education can help them reach their goals. We aim to increase awareness of higher education opportunities and progression pathways for young people and help both them and their key	

	influencers understand what the higher education opportunities available in the North East. FutureMe FutureMe is the programme of activity offered to students in targeted areas and schools. Students taking part in FutureMe will have access to a range of activities and events to support them in considering their future options and learning about educational pathways available to them. By taking part in FutureMe activities we want young people to: Have the opportunity to plan for their future and gain an understanding of what can support them in reaching their goals Have access to high quality information and support to help them consider whether higher education is the right option for them Have an increased awareness and understanding of higher education opportunities and progression pathways in the region.	
GL Assessment- Testwise	We are the leading provider of formative assessments to schools across the UK and Ireland.	
GL-Assessment	GL assessments provide a range of tests for schools including reading, progress and cognitive tests	
Google Classroom	A free and easy tool helping educators efficiently manage and assess progress, while enhancing connections with learners from school, from home, or on the go.	
Google drive for education	suite of online tools for staff and pupils, including Google drive, docs, slides, sheets, gmail and Google classroom.	
Google Gemini	Google AI assistant	yes
Google Meet	Google Meet is a video-communication service developed by Google. It is one of two apps that constitute the replacement for Google Hangouts, the other being Google Chat	
Governance	Details of all members of the Governing Body	
Group Call	Groupcall was created back in 2001 with a passion to make things better for schools and their students. Since then, we've pioneered the latest home-school communication solutions, MIS system integration and data aggregation tools. And yes, our first client is still with us today. In 2018 Groupcall joined the Community Brands family and now offers a complete product suite that makes managing and processing data quick and easy, offers a new level of data analysis and transforms communications and payments between schools and parents.	
HAF- HolidayActivities	The dedicated platform built to run and report on your local authority HAF programme.	yes
Health & Safety	Records pertaining to Health & Safety	

Huggg	Purchase and send supermarket vouchers to those in need. Manage funds and give recipients choice all in one simple to use platform.	
ICT North	IT services for schools	
Inventry	A system for visitors, staff & pupils. It takes details & a photo & can make a badge of this. Subject signs in & signs out. This allows monitoring of who is present & unlike visitor book cannot be seen by others plus the photo badge identifies visitors etc for safeguarding	
Jump- Website Provider	User research, web design, brand strategy, brand identity, graphic design, illustration, print design, animation, motion graphics and brand communication	
Kahoot	Elevate learning at your entire school or district with Kahoot! EDU: Easily roll out a site license across your school, district or campus Empower teachers with interactive teaching and assessment tools Engage and motivate students in class and via distance learning Get more control and visibility into Kahoot! usage We believe that there should be no limits to when and where you can learn. Engage students in learning when your school is out and stay on track with curriculum while instructing online.	
Kerboodle	Kerboodle works alongside your course textbooks to seamlessly integrate quality digital resources into all of your lessons – both in school and at home. Packed with customisable learning content, assessment materials and reporting tools, Kerboodle allows you to seamlessly integrate quality digital resources into your classroom. Over 3 million students and teachers currently use Kerboodle across 60 courses and a wide range of subjects including Modern Languages, Science, Mathematics, English and Geography	
Lightspeed Internet Filtering	The Lightspeed Rockets provide DfE compliant Internet Filtering Services for all schools connected to the Internet through NCC.	
Logo Logic	Founded in 2010 by Jill Stewart, Logo Logic is focused on service and quality. We use only the best materials to produce work for our many clients. Our client base ranges from Charities to schools, business's to sporting events and teams to corporate. No job is too small or too big. Not only do Logo Logic offer the best prices on printed and embroidered clothing, we also offer a print management solution. So, if you need flyers, banners, signage or anything else to do with printing, we would love the opportunity to give you our best price.	
Looked After Children Records - Electronic	Information relating to children who are in Looked After Care	yes
Looked After Children Records	Information relating to children who are Looked After	yes

- Paper		
Medical Files - Electronic	Information in respect of specific medical needs of an individual student	yes
Medical Files - Paper	Information in respect of specific medical needs of an individual student	yes
Microsoft Teams	Remote learning with Office 365 for students Microsoft Teams for Education Whether you're learning at home for long periods of time or just outside of class, access Office 365 for free, stay connected, and learn in a way that's right for you. Get startedTips for successful online learning Get set up Students at eligible institutions can sign up for Office 365 Education for free. That means access to apps like Word, PowerPoint, and Teams from any web browser. Plus, all the work you create will automatically be saved and backed up in the cloud. Get started with Office 365 for free Already have Office 365? Sign in. Tip: Click Install Office from Office.com to download Office apps to your desktop device. Work together as a class or group Microsoft Teams is a digital hub that brings conversations, content, and apps together in one place. If your classes are using Teams, you'll be able to connect with your classmates, ask your teacher questions, work on your homework, and track the work you've got coming up. Not part of any teams yet? No problem! You can create your own to work on group projects and keep in touch from your computer or phone. Join virtual meetings set up by your teacher and even blur your background	
MS Office Suite	Suite of online tools for staff and pupils, including OneDrive, Word, Powerpoint, Excel, Outlook, Video and Teams.	
My Maths	MyMaths is an interactive online teaching and homework subscription website for schools that builds pupil engagement and consolidates maths knowledge.	
National Centre for Excellence in the Teaching of Mathematics (NCETM)	NCETM provides professional development for staff in the teaching of Mathematics Children's chances of succeeding in education and life will be maximised if they develop deep and lasting procedural and conceptual mathematical understanding. The NCETM's teaching for mastery section explains the rationale for this teaching approach, and presents case studies from schools, together with interviews with teachers involved in mastery projects through the Maths Hubs programme.	
National Tutoring Programme (NTP)	The National Tutoring Programme offers highly tailored tuition support for pupils, to help those whose education has been most impacted by the pandemic.	yes
Nereo (Matrix)	North East Regional Employers' Organisation is one	

	of eleven regional bodies that support local authorities across England, Wales and Northern Ireland. NEREO's function is to support local authorities and partner organisations in the fields of Human Resources, Organisational Development and Employee Relations in all their complex and varied forms. NEREO is a small organisation with a big reputation. Our staff have over a hundred years experience of working in the public sector. Some have voluntary and private sector experience too. The Governance of NEREO is carried out by an Executive Committee made up of Elected Member representatives from each of the local authorities.	
Newcastle United Foundation	Newcastle United Foundation is an independent registered charity using the power of football to connect, motivate and inspire people in our region. Through community, education, health and wellbeing, and sports programmes delivered across Newcastle, Northumberland, North Tyneside and Gateshead, we strive to improve physical and mental health, boost learning and career prospects and provide life-changing opportunities for everyone – no matter their goals in life.	
NFER	Assessment materials, reading test and pupil progress data	
Oracle E-Business Suite	Oracle Cloud ERP provides one complete solution for Oracle E-Business Suite customers. Sickness recording.	
PaperCut Hive- Cloud Printing Software	Simple for users, and powerful for admins. Meet the cloud print, copy, and scan management software that just works with the devices you already have.	
Parents Evening Booking System	Online booking system for parents evenings and other school events.	
Pearson	Pearson provides education, training and assessment/verification services around the world (our "Services"). We work directly with individuals such as students, parents, teachers, and other professionals, and provide our Services to institutions (such as schools, universities, employers).	yes
Pebble	Online platform to help schools fundraise.	
Personnel files	Information relating to staff employment	
Photographs and videos of staff and pupils.	Permission to display staff and pupil photographs (unnamed) and video on the school website and social media platforms.	
PowerBI	Microsoft Power BI is an interactive data visualization software product developed by Microsoft with a primary focus on business intelligence (BI). It is part of the Microsoft Power Platform. Power BI is a collection	

	of software services, apps, and connectors that work together to turn various sources of data into static and interactive data visualizations. Data may be input by reading directly from a database, webpage, PDF, or structured files such as spreadsheets, CSV, XML, JSON, XLSX, and SharePoint.	
PS Financials	Accounting, purchasing, budgeting and reporting software.	
RealSmart	Realsmart provides a website that improves communication and makes collaboration easy! Google Apps for Education and your online learning and tracking tools wrapped into one school website bringing your whole school online!	
Recruitment information	Part of the job application process	yes
Registers	Daily register, after school club registers, lunch register	
Safeguarding Records - Electronic	Records relating to safeguarding of children	yes
Safeguarding Records - Paper	Records relating to safeguarding of children	yes
Salamander Soft- Cloud Sync	SalamanderSoft provides process automation services for educational institutions and connects your key IT systems with your management information system (MIS), ensuring relevant accounts, groups and permissions are always up-to-date.	
School Cloud	SchoolCloud started in a computing classroom — except, we weren't the teachers. Our company founders were aged 15 and challenged by their IT teacher to solve a school-wide issue of room double bookings. They spent a rainy, Scottish summer developing our very first product, Room Booking System. Not only did their school find it a winning solution, but they even gave them the grand sum of £100 for it! Equipped with our first income and some valuable guidance from entrepreneurial parents, we launched our business from the playground in 2006. And we've not looked back since. Today, by understanding our customers to ensure our technology is tailored to their needs, our software has come far beyond version one. We've organically grown our team to develop and launch multiple award-winning technology solutions that are used across the world to enhance school operations.	
School Cloud- TES	Parents evenings, clubs & events and room booking	
School meals identification	Identification of pupils for meals	yes
School's Mutual	Schools Mutual is a not-for-profit absence cover solution designed exclusively for schools to keep money in education. Our primary goal is to support schools, their budgets and their staff. Our cover is	yes

	designed to both protect your budget against the rising cost of absences, whilst also supporting you in reducing those absence levels.	
School360	Learning platform for Northumberland schools with links to 3rd party educational resource providers.	yes
SEND electronic records	Records relating to Special Educational Needs and Disability for individual pupils	yes
Send Paper Records	Records relating to individual pupil's SEND history	yes
Seneca Learning	4,500,000 students use Seneca to boost their grades at school and at home. We have interactive courses written by senior examiners for ages 8-18. Our free parent accounts let you monitor your child's progress on these courses whenever you like!	
Senso Cloud	The Cloud Based Platform for Device Monitoring and Management. All-In-One Software for Network, Classroom, Safeguarding and Asset Management, and for managing and monitoring any Windows and Chrome device from a Centralised Web portal	
SIMS	SIMS is a management information system used by maintained schools in the UK. It provides, teachers, senior leaders and support staff with the tools to efficiently manage daily school life and drive improvement in their schools.	yes
SISRA	SISRA Analytics can assist schools with department reviews, target setting, analysis of current data, intervention and exam Results Day analysis.	
Social media sites e.g. Twitter, Facebook	Social Media tool used to inform parents about events in school and celebrate children's achievement.	
Sports Leader UK	Awarding body for L3 award in Sport leadership	
Still Human	Still Human delivers workshops to staff in education on a range of health and wellbeing topics, sharing evidence-based knowledge and practical strategies that make being a human a little easier.	yes
The National College	A provider of online training for staff & governors	
Thrive	Social and Emotional Screening Programme	yes
Tyne & Wear Pension Fund-South Tyneside Council	The Administering Authority holds personal data , in its capacity as a controller, for the proper handling of all matters relating to the Fund, including its administration and management.	yes
Typing Club	It is web based and highly effective. TypingClub is (and will always be) free for both individuals and schools. There is an optional paid school edition.Keep practicing each lesson until you get all five stars. It really doesn't take much to learn, a few minutes a day for one to two weeks and you will be a pro!	

UCAS	University Applications	
Unifrog	Research platform for destinations	
White Rose Maths and Science	Influenced, inspired and informed by the work of leading maths researchers and practitioners across the world, White Rose Maths brings together a team of highly experienced and passionate maths teaching experts to train, guide, help and support all those who want to make change happen in their schools. We're guessing that might include YOU! If so, we offer you in-depth training programmes, a vast bank of clear, practical resources (many of them available free of charge), and the bespoke support you want and need to keep raising the bar. We'll not only make your job a whole lot simpler, we'll help you change the future for every child.	yes
Wonde	Manages transfer of data from Sims MIS to School360.	yes
Zoom	Zoom helps businesses and organizations bring their teams together in a frictionless environment to get more done. Our easy, reliable cloud platform for video, voice, content sharing, and chat runs across mobile devices, desktops, telephones, and room systems.	
Accessit	Library Services	
AMSP Advanced Mathmatics Support Programme	Supporting the teaching and learning of Core Maths, AS/A level Mathematics and Further Mathematics. A DfE-funded initiative, providing support for teachers and students in state-funded schools and colleges in England.	
Attend	Attend offers a comprehensive suite of tools and workflows to streamline school attendance management. Our system analyses whole school attendance and generates insightful reports, highlighting areas of concern against local and national DFE benchmarks. The Absence Watch module detects attendance patterns and communicates with parents through text, email, and letters, promoting better attendance habits. Attend also supports staff with automated actions and workflow based on predefined rules and thresholds, making it easier to monitor and track pupil attendance. All tasks, notes, interventions, and home visits are recorded, providing a detailed chronology of activities—essential for parent meetings and local authority referrals.	
Bebras UK	Computer challenge	
CCTV	CCTV	
Civica	Civica provide schools with their own cashless catering, and online payment system.	yes
Duolingo	MFL teaching resource	

Exam Boards	Pearson/OCR/AQA	
GCSE Pod	GCSEPod is a resource to help students learn, retain and recall all the information they need to achieve their GCSE goals.	
Glasscubes	Data sharing platform	
Health & Safety	Records pertaining to Health & Safety	
icoachcricket	icoachcricket offers a range of content and features to support your coaching and enhance player experience.	
Internal Assessment	Electronic and paper mark books	
Issac Computer Science	Online learning platform for students and teachers (with resources)	
Issacphysics.org	learning platform to support physics in the curriculum	
Knowitaallninja	Revision tool	
Mathswatch	Maths homework tool	
Maze 8		
Memrise	MFL learning tool	
NECOP		
Replit	With powerful tools, innovative AI features, and seamless multiplayer support, Replit is the best place to code.	
SIMS FMS	School budget management	
Sparta	Sparta is a leading providers of occupational and physical health services. Established in 2001 we have experienced strong growth each year based on our successful focus on our client’s needs, many of whom we’ve partnered for more than ten years. They include leading names across a wide range of sectors including oil & gas, manufacturing, chemical, pharmaceutical, transport, housing , construction and demolition industry. We also private clients with health services, including sports injury treatment, shoulder, back and joint pain programmes, vaccinations, massage and pilates. Our approach is simple. We provide the highest level of bespoke occupational and physical health services, cost effectively and efficiently both empathetically and at times and locations to suit our clients	yes
Sports Leader UK	Awarding body for L3 award in Sport leadership	
The Career People		
UCAS	University Applications	
Unifrog	Research platform for destinations	

Up Learn	Improves A level grades - Up Learn provides everything you need to get an A*/A at A Level in your subject, as efficiently as possible. No need for textbooks or tutors.	
Use of staff and student images	Permission to display staff & student photographs and video on website, social media and in marketing materials	
XR+	XR+ provides a Low code studio to create in minutes AR / VR immersive experiences deployed at scale on any online and offline channels.	

System used: Academy BPS	
Owner	Prudhoe Community High
Description	Budget Planning Software (BPS) for budget setting and monitoring. Part of the Core Financial Support Package provided by Schools Financial Services.
Personal Data Items	**staff** • Name • Salary • National insurance number
Why is it being processed?	To enable school financial management
Who is data shared with?	Save as set out above customer personal data is not, and will not be, shared with any other third parties without the customer's prior written consent. https://orovia.com/privacy-policy/

System used: Accident Report Form	
Owner	Prudhoe Community High
Description	ACC1 form for reporting accidents to NCC
Personal Data Items	**Pupil** • Name • DOB • Gender • Address • Telephone number • Date and time of accident • nature of injury • Place of accident • First aid • Circumstances • Action taken • Witness information • **Staff member** • Name • Occupation • DOB • Gender • Address • Telephone number • Date and time of injury • nature of injury • place of accident • First aid • Circumstances

	• Action taken • Witness information •
Why is it being processed?	Statutory obligations to comply with Health and Safety regulations.
Who is data shared with?	NCC / parents

System used: Adobe Creative Cloud Express [formerly Adobe Spark]	
Owner	Prudhoe Community High
Description	Creates videos & stores them
Personal Data Items	**Teacher** • Name • email • technical info -IP address device **Pupil** • Name • School email
Why is it being processed?	To allow use of system
Who is data shared with?	Contractors to provide service

System used: Assessment Records	
Owner	Prudhoe Community High
Description	Electronic and paper mark books
Personal Data Items	**Child** • Name • Gender • Disadvantaged cohort • SEND Code • Key Stage 2 Assessment data • Internal Assessment Data
Why is it being processed?	To track student achievement and report to parents
Who is data shared with?	Parents

System used: Attendance file	
Owner	Prudhoe Community High
Description	Attendance information about pupils and classes

Personal Data Items	**Pupil** • Name • DOB • Class • Gender • UPN • Address • Telephone number • Parental contact • Ethnic origin • Current attendance • Past attendance
Why is it being processed?	To regularly check pupil's attendance towards a desired goal
Who is data shared with?	EWO and other agencies as required / parents

System used: Bandlab	
Owner	Prudhoe Community High
Description	Music education for everyone Our award-winning music creation features let students embark on a music-learning journey that unleashes their creativity and foster collaboration with peers
Personal Data Items	**Teacher** • Name **Child** • Name
Why is it being processed?	https://blog.bandlab.com/edu-privacy-policy/
Who is data shared with?	https://blog.bandlab.com/edu-privacy-policy/

System used: Behaviour Files - Paper (in class)	
Owner	Prudhoe Community High
Description	Information relating to the behaviours of particular pupils
Personal Data Items	**Pupils** • Name • Date of Birth • Address • Health Needs • Educational Behavioural Needs • Social Care Status • **Parents/Carers**

	• Name • Address • Contact Details **Staff** • Name • Position **External Support Workers** • Name • Organisation • Position • Address • Contact Details
Why is it being processed?	To ensure access to education appropriate to needs
Who is data shared with?	External support workers as applies

System used: Bromcom	
Owner	Prudhoe Community High
Description	To provide the best MIS and finance solution for all schools to help improve student outcomes. Bromcom have over 10 years of experience of delivering using the Cloud, we are the most experienced MIS provider. We are constantly developing our system to reduce bolt ons. We present our software via up to date browser technology and an intuitive user friendly interface making everyday tasks simple to find and execute.
Personal Data Items	**Pupil** • Name • DOB • Address • Title • Gender • Class • Year • Parent/carer name and contact details • UPN • Dietary Requirements • Medical Information • Attendance/exclusion • FSM • SEN • EAL & First Language • Assessment Information • Pupil Premium • Child Protection Plan • School history • Looked After information • Ethnicity

	• Religion **Staff** • Name • Address • Phone number • Email address • Title • Gender • DOB • NI Number • Ethnicity • Bank Account information • Qualifications • Disability and Medical Information • Religion • Martial status • Language • Passport information • Dietary requirements • Absences • Car information • Next of Kin • Payroll number • DBS Information
Why is it being processed?	https://bromcom.com/privacy-policy/
Who is data shared with?	https://bromcom.com/privacy-policy/

System used: CCTV	
Owner	Prudhoe Community High
Description	CCTV
Personal Data Items	**Staff** • Images **Child** • Images **Visitor** • Images
Why is it being processed?	Safeguarding
Who is data shared with?	Police in event of criminal investigations

System used: Child Protection Records - Electronic

Owner	Prudhoe Community High
Description	Records relating to child protection issues for individual pupils
Personal Data Items	**Pupils** • Name • Date of Birth • Address • Health Needs • Social Care Status • Educational Needs • Child Protection Plan/Actions • **Parents** • Name • Address • Contact Details **Staff** • Name • Position **Social Care Worker** • Name • Address • Contact Details **External Support Workers** • Name • Organisation • Position • Address • Contact Details
Why is it being processed?	Statutory obligations and to support educational entitlement
Who is data shared with?	Social Workers, Parent/Carers as appropriate, some information shared with key workers, health care professionals and Police, receiving school

System used: Child Protection Records - Paper	
Owner	Prudhoe Community High
Description	Records relating to child protection issues for individual pupils
Personal Data Items	**Pupils** • Name •

	• Date of Birth • Address • Health Needs • Social Care Status • Educational needs • Child Protection Plan/Actions **Parents/Carers** • Name • Address • Contact Details **Staff** • Name • Position **Social Care Worker** • Name • Address • Contact Details **External Support Workers** • Name • Organisation • Position • Address • Contact Details
Why is it being processed?	Statutory obligations and to support educational entitlement
Who is data shared with?	Social Workers, Parent/Carer as appropriate, some information shared with key workers, health care professionals and Police, receiving school

System used: Civica- Occupational Health (formerly OPAS)	
Owner	Prudhoe Community High
Description	Occupation health software
Personal Data Items	**Staff** • Name • Contact Details • Employment Details • Health Information • Absence Information
Why is it being processed?	To provide occupational health support to staff
Who is data shared with?	School staff, HR provider, Staff member

System used: Clennell Education Solutions	
Owner	Prudhoe Community High
Description	Clennell Education Solutions conduct stringent checks on all our staff prior to their appointment with us, which include: Enhanced DBS disclosure including Children's Barred List Check, Identity checks, Proof of right to work in the UK, Qualifications, Health checks and relevant references. Clennell Education Solutions take full responsibility for all our staff whilst on school premises.
Personal Data Items	**Pupil** • Name • Date of birth • Address • Safeguarding information - shared by school (see below) **Staff** • Name • Position
Why is it being processed?	https://clennellcorporatesolutions.org/privacy
Who is data shared with?	https://clennellcorporatesolutions.org/privacy

System used: Commando Joes	
Owner	Prudhoe Community High
Description	The Commando Joe online judgement tool allows leaders to take a snapshot glance at progress of the 7 behaviour traits across the school/classes. This alongside academic attainment shows progress of all groups including pupils eligible for Pupil Premium or those with SEND.
Why is it being processed?	To track the impact of the program on the children.
Who is data shared with?	https://commandojoes.co.uk/privacy-policy/

System used: Compass and careers tracking	
Owner	Prudhoe Community High
Description	We have created Compass and Tracker, free online tools for schools and colleges in England. Compass helps you to evaluate your institution's careers activity against the eight benchmarks of best practice — known as the Gatsby Benchmarks.Features and benefits Evaluate your careers activity in as little as 30 minutes Compare your school to each of the eight Gatsby Benchmarks Identify areas for improvement, with resources to help you get there Use your result as the basis for your careers plan for the year
Personal Data Items	**pupil**

	• Name • class
Why is it being processed?	https://compass.careersandenterprise.co.uk/info
Who is data shared with?	https://compass.careersandenterprise.co.uk/info

System used: Consent for educational visits	
Owner	Prudhoe Community High
Description	Consent information for all educational visits including day trips and residential visits
Personal Data Items	**Pupil** • Name • DOB • Health conditions • Medication • Dietary requirements • Contact information • Family doctor
Why is it being processed?	To ensure school has up to date information when taking children off site
Who is data shared with?	NCC or medical practitioners / providers

System used: Covid-19 Lateral Flow Testing	
Owner	Prudhoe Community High
Description	About 1 in 3 people with coronavirus do not have symptoms but can still pass it on to others. Regular testing of people without symptoms is important to help stop the virus spreading and protect your loved ones. As lockdown restrictions gradually ease we all need to play our part to help protect each other. The following people in England will have access to regular rapid lateral flow testing made available to them as schools reopen: secondary school pupils primary and secondary school staff households, childcare and support bubbles of primary and secondary-age pupils households, childcare and support bubbles of primary and secondary staff
Personal Data Items	**Child** • Name • Date of Birth • Postcode • Test Result **Parent** • Name • Email address • Telephone number

Why is it being processed?	To support the national effort in the fight against Covid-19. Under instruction from the DfE and PHE.
Who is data shared with?	Public Health England

System used: CPOMS	
Owner	Prudhoe Community High
Description	CPOMS - Safeguarding and Child Protection Software for Schools Secure online monitoring of child protection, safeguarding and wider student pastoral welfare for schoolls. CPOMS is software application for monitoring child protection, safeguarding and a whole range of pastoral and welfare issues. Working alongside a school's existing safeguarding processes, CPOMS is an intuitive system to help with the management and recording of child protection, behavioural issues, bullying, special educational needs, domestic issues and much much more. Using CPOMS, schools can ensure that students are safe and fully supported, whilst school staff can focus on teaching and providing support, instead of administration.
Personal Data Items	**Pupil** • Name • Class • Details of incident • Admission Date • DOB • SEN, with status • Medical Conditions • UPN • Pupil Premium • Religion • EAL • LAC • Year Group • Ethnicity • First Language • Pregnancy **Main contact** • Name • Telephone Number
Why is it being processed?	To comply with statutory obligations regarding safeguarding and child protection. To provide a secure repository for personal data and ensure that records are effectively maintained.
Who is data shared with?	School staff, subsequent school if using CPOMS, Meritec for support, outside agencies, parents.

System used: Data tracking spreadsheets

Owner	Prudhoe Community High
Description	Spreadhseets (excel) to track progress of children over the course of their school career.
Personal Data Items	**pupil** • Name • date of birth • gender • class • year • FSM • SEN • Assessment info
Why is it being processed?	Processing this data is necessary for the completion of a public task and for the school to meet statutory requirements
Who is data shared with?	Different elemetns of data are shared with different parties including: other staff, Governors and parents

System used: DfE (Gov.uk)	
Owner	Prudhoe Community High
Description	The Department for Education (DfE) is data controller for the personal data DfE and our executive agencies process. Our executive agencies are: Education and Skills Funding Agency (ESFA) Standards and Testing Agency (STA) Teaching Regulation Agency (TRA)
Why is it being processed?	We receive your personal information indirectly from other organisations. For example, we collect information about: you, your learning and your achievements - we collect this information from educational settings like early years providers, schools, academies, independent schools, colleges and training providers and from your employer, if applicable children in need, children looked after and alternative provision - we collect this information from local authorities you to support research and to safeguard children - we collect this information from other government departments, early years providers, schools, academies, independent schools, colleges and training providers your exam results - we receive this from awarding organisations and exam boards teachers and employees in educational settings or local authorities - we collect this information from the educational setting or local authorities
Who is data shared with?	https://www.gov.uk/government/organisations/department-for-education/about/personal-information-charter#how-we-use-your-information

System used: DFE-Census and workforce Census	
Owner	Prudhoe Community High
Description	The school workforce census is a statutory data collection that takes place each autumn. You must complete statutory censuses by law unless there’s a good reason not to. The census collects data on all teaching

	and support staff in regular employment, including those working for: local authorities on central contracts local-authority-maintained schools academies free schools, including: studio schools university technical colleges pupil referral units (local authority establishments that provide education for children who cannot attend a mainstream school) Local authorities are responsible for: coordinating and approving the submission of census data from all their maintained schools submitting data for centrally employed school staff Academies are responsible for submitting and approving their own census data.
Personal Data Items	**Staff** • Name
Why is it being processed?	https://www.gov.uk/help/privacy-notice
Who is data shared with?	https://www.gov.uk/help/privacy-notice

System used: Diagnostic questions	
Owner	Prudhoe Community High
Description	Diagnostic Questions is a leading assessment tool that provides detailed insights into student understanding in a fraction of the time, simultaneously reducing workload and improving student results and confidence.
Personal Data Items	**School** • Name **Staff** • Name • E-mail address • Primary role • What you teach **Pupils** • Name • Unique classroom id (generated by teacher)
Why is it being processed?	To provide online access for teachers and pupils to a variety of teaching and learning materials.
Who is data shared with?	Not Shared

System used: Dietary requirements information sheets	
Owner	Prudhoe Community High
Description	Required documents for specific chidlren with severe allergies / intolerances and religious observations (food)

Personal Data Items	**Pupil** • Name • DOB • Dietary information
Why is it being processed?	Health and safety - to avoid children coming into contact with specific foods
Who is data shared with?	n/a

System used: Duke of Edinburgh's Award	
Owner	Prudhoe Community High
Description	DofE offers young people the chance to strive for achievement, overcome obstacles, and set their minds to a personal challenge. DofE is open to any young person aged 14-24. Each young person builds their own DofE programmes – picking their own activities and choosing which cause to volunteer for – in order to achieve a Bronze, Silver or Gold DofE Award. The DofE is run in schools, youth clubs, hospitals, fostering agencies, prisons, sports clubs and more, all over the UK and internationally.
Personal Data Items	**Participants** • Name • address • DOB • Contact details **Parents/carers** • Name • email address • DOB • Contact details **Adults who help to deliver the award** • Name • address • DOB • Contact details **Supporters and donors** • Name • contact details **General enquirer** • Name • contact details
Why is it being processed?	https://www.dofe.org/policies/privacy-statement/

Who is data shared with?	https://www.dofe.org/policies/privacy-statement/

System used: Duolingo	
Owner	Prudhoe Community High
Description	Duolingo lessons adapt to your learning style. Exercises are tailored to help you learn and review vocabulary effectively Instantly see which answers you get correct. When you miss a challenge, we'll quickly show you how to improve. Learning a language on Duolingo is completely free, but you can remove ads and support free education with Plus. First 14 days on us
Personal Data Items	**teacher** • Name **Child** • Name • age • email
Why is it being processed?	https://www.duolingo.com/privacy
Who is data shared with?	https://www.duolingo.com/privacy

System used: Education Mutual	
Owner	Prudhoe Community High
Description	Staff absence protection for schools
Personal Data Items	**Staff** • Name • DOB • Gender • Role • Salary Band • Contact name
Why is it being processed?	Used to provide school with contacts to manage membership (staff absence protection/insurance)
Who is data shared with?	School only - no third parties

System used: Edval -Timetabling	
Owner	Prudhoe Community High
Description	We are masters at creating school timetables. Our software is designed to make education easier for everyone. So our products are in fact,

	solutions. Solutions developed by solving real problems, faced by real schools.Construct the timetable, by either an automated or a manual process Automatically fix teacher and/or room clashes Generate option blocks and sports lists. Facilitates comprehensive class list management: Round robin swaps for student Options, Mischievous/Buddy Pairs, Collapse classes and balance class sizes
Personal Data Items	**teacher** • Name
Why is it being processed?	https://www.edval.education/privacy-policy
Who is data shared with?	https://www.edval.education/privacy-policy

System used: Eedi	
Owner	Prudhoe Community High
Description	Hundreds of millions of children are affected by a lack of personalisation in education, limiting their ability to learn and excel. Teachers are a stretched resource and there are growing shortages worldwide. Technology has so far failed to deliver and a growing private tuition market only serves to drive home the shortcomings of mainstream systems widening the gap between those who can and cannot afford it. The critical factors that determine a child's success and their desire to learn, occur in their early years. Pitted against these impossible odds, many lose confidence and fail to achieve their potential. So, we've made it our mission to help every child build the skills and confidence to thrive in a rapidly changing world. We believe that using smart content, the right amount of technology, and expert-human guidance, we can create learning pathways tailored to the needs of any child. We help children to learn, want to learn more and reveal what they need to learn and when. Already, more than 250,000 teachers in 16,000 schools have used our content, helping millions of children around the world. But it's not just the numbers that matter, it's also about who's using it. We want to help every child, regardless of their social, cultural or economic status. Each child has extraordinary potential, and by providing parents and children the unique insights and personalised instruction to take control of their learning, we can help every child shine.
Personal Data Items	**child** • Name • Age • email **Teacher** • Name • email
Why is it being processed?	https://eedi.com/legal/privacy
Who is data shared with?	https://eedi.com/legal/privacy

System used: EVOLVE visits	
Owner	Prudhoe Community High
Description	An online system for the planning, approval and management of educational visits, sports fixtures and extra-curricular activities.
Personal Data Items	**Staff** • Name • e-mail address • IP address • Location data • Qualifications **Pupil** • Name • Date of Birth • UPN
Why is it being processed?	To reduce paperwork, simplify procedures, produce self-review and inspection preparation data, and improve staff confidence in that they automatically follow both employer, and National Guidelines.
Who is data shared with?	'The only time that any information will be shared by us outside of our services is where our Customer has asked us to configure the service so that it shares certain data with specified third party programs including calendars.'

System used: Examination Boards administration	
Owner	Prudhoe Community High
Description	Pearson/OCR/AQA/ASDAN/Edexcel and any other examination board
Personal Data Items	**Child** • Name • Date of birth • Gender • Unique Candidiate identifier • Unique Learner Number • Legal Name • Coursework marks • Forecast grades
Why is it being processed?	Exam entry and issuing of qualifications
Who is data shared with?	Examination Board

System used: Exampro (Doublestruck)	
Owner	Prudhoe Community High

Description	Assessment software to produce catered assessments based on AQA past paper questions/mark schemes at GCSE/A-Level.
Personal Data Items	**Pupil** • Name • Date of Birth • UPN • Gender • Admission Number • Year Group • Ethnicity • Eligiblity for FSM / FSM6, PP indicator • SEN status • Looked After / Ever Looked After • Service children • Traveller status **Teacher / Staff** • Name
Why is it being processed?	where we need to perform the contract we are about to enter into or have entered into with you, including account creation, saving tests and mark entry, product renewal notices, administration of accounts, payment validations, including taking and processing payments, statistical analysis, market research, marketing and support; to inform the ongoing development of our products and services; where it is necessary for our legitimate interests (or those of a third party) and your interests and fundamental rights do not override those interests; where we need to comply with a legal or regulatory obligation.
Who is data shared with?	Staff, Pupils, Parents

System used: FFT Aspire	
Owner	Prudhoe Community High
Description	Performance analysis, target setting, pupil progress tracking, attendance tracking and reading assessment.
Personal Data Items	**Staff** • Name • Username • Email Address • Job Title • Phone Number **Child** • Name • DoB • Gender • Language

	• Ethnicity • School • Attendance • Exam and assessment information • SEND information •
Why is it being processed?	https://fft.org.uk/viewer/?pdf=FFT-Privacy-Notice&d=FFT%20Privacy%20Notice&l=/privacy
Who is data shared with?	https://fft.org.uk/viewer/?pdf=FFT-Privacy-Notice&d=FFT%20Privacy%20Notice&l=/privacy

System used: Future Me (NECOP and NUFC)	
Owner	Prudhoe Community High
Description	he North East Uni Connect Programme is a partnership of all of the universities and colleges in the North East region. We are working together to support young people in the North East think about their futures and how higher education can help them reach their goals. We aim to increase awareness of higher education opportunities and progression pathways for young people and help both them and their key influencers understand what the higher education opportunities available in the North East. FutureMe FutureMe is the programme of activity offered to students in targeted areas and schools. Students taking part in FutureMe will have access to a range of activities and events to support them in considering their future options and learning about educational pathways available to them. By taking part in FutureMe activities we want young people to: Have the opportunity to plan for their future and gain an understanding of what can support them in reaching their goals Have access to high quality information and support to help them consider whether higher education is the right option for them Have an increased awareness and understanding of higher education opportunities and progression pathways in the region.
Personal Data Items	**pupil** • Name • Age • email • address **Teacher** • Name • email **parent** • Name • email
Why is it being processed?	https://futureme.ac.uk/about/data-protection

Who is data shared with?	https://futureme.ac.uk/about/data-protection

System used: GL Assessment- Testwise	
Owner	Prudhoe Community High
Description	We are the leading provider of formative assessments to schools across the UK and Ireland.
Why is it being processed?	To support schools in formative assessment and analyzing outcomes.
Who is data shared with?	https://www.gl-assessment.co.uk/policies/privacy-policy/

System used: GL-Assessment	
Owner	Prudhoe Community High
Description	GL assessments provide a range of tests for schools including reading, progress and cognitive tests
Personal Data Items	**Staff** • Name • School • Email • Class **Pupil** • Name • Age • Gender • Class • Year • Performance data
Why is it being processed?	To provide? access to a range of testing and diagnostic tools for teaching staff.
Who is data shared with?	Shared with school

System used: Google Classroom	
Owner	Prudhoe Community High
Description	A free and easy tool helping educators efficiently manage and assess progress, while enhancing connections with learners from school, from home, or on the go.
Personal Data Items	**Teacher** • Name

	Child • Name
Why is it being processed?	https://policies.google.com/privacy?hl=en-GB#infocollect
Who is data shared with?	https://policies.google.com/privacy?hl=en-GB#infocollect

System used: Google drive for education	
Owner	Prudhoe Community High
Description	suite of online tools for staff and pupils, including Google drive, docs, slides, sheets, gmail and Google classroom.
Personal Data Items	**Staff** • Name • Classes / groups • Gmail address **Pupil** • Name • Classes / groups • Gmail address **Governor** • Name • Gmail address
Why is it being processed?	To provide Google drive for education to staff, pupils and governors.
Who is data shared with?	Staff and Pupils

System used: Google Gemini	
Owner	Prudhoe Community High
Description	Google AI assistant
Personal Data Items	**User** • What you say to Gemini Apps (prompts submitted or spoken) • Shared information - files, videos, photos, content from browser etc. • Transcripts and records of interactions with Gemini Live (video/audio/text) • Names and custom instructions • Note: all of above may contain personal data/special category data but only advised under Closed AI
Why is it being processed?	

Who is data shared with?	https://support.google.com/gemini/answer/13594961?hl=en-GB#pn_what_data

System used: Google Meet	
Owner	Prudhoe Community High
Description	Google Meet is a video-communication service developed by Google. It is one of two apps that constitute the replacement for Google Hangouts, the other being Google Chat
Personal Data Items	**teacher** • Name • • **child** • Name
Why is it being processed?	https://policies.google.com/privacy?hl=en-GB
Who is data shared with?	https://policies.google.com/privacy?hl=en-GB

System used: Governance	
Owner	Prudhoe Community High
Description	Details of all members of the Governing Body
Personal Data Items	**Name** • Name • Address • Contact Details • Photos • Attendance at Meetings • Pecuniary Interests
Why is it being processed?	Statutory Requirement
Who is data shared with?	Local Authority and the general public

System used: Group Call	
Owner	Prudhoe Community High
Description	Groupcall was created back in 2001 with a passion to make things better for schools and their students. Since then, we've pioneered the latest home-school communication solutions, MIS system integration and data aggregation tools. And yes, our first client is still with us today. In 2018 Groupcall joined the Community Brands family and now offers a complete

	product suite that makes managing and processing data quick and easy, offers a new level of data analysis and transforms communications and payments between schools and parents.
Personal Data Items	**Pupil Name** • DOB **Parent** • Name
Why is it being processed?	
Who is data shared with?	All Groupcall products include access controls to allow you to control what data is accessible to your own users. On occasions where it is necessary to access customer data on behalf of a school, for example to investigate a specific support case, only approved Groupcall support and technical staff can access it. Groupcall staff are vetted and are subject to contractual data access policies and confidentiality clauses. We carry out DBS checking where appropriate. In order to carry out business activities authorised Groupcall staff can access business data subject to access controls.

System used: HAF- HolidayActivities	
Owner	Prudhoe Community High
Description	The dedicated platform built to run and report on your local authority HAF programme.
Why is it being processed?	To run and report HAF programme for schools.
Who is data shared with?	https://www.holidayactivities.com/privacy-notice/

System used: Health & Safety	
Owner	Prudhoe Community High
Description	Records pertaining to Health & Safety
Personal Data Items	**Staff** • Name • Contact details • D.o.B • Record of Accident/Incident **Child** • Name • Contact details • D.o.B • Record of Accident/Incident

	Visitor • Name • Contact details • D.o.B • Record of Accident/Incident
Why is it being processed?	To ensure Health and Safety Regulations are followed
Who is data shared with?	NCC, school staff and parents

System used: Huggg	
Owner	Prudhoe Community High
Description	Purchase and send supermarket vouchers to those in need. Manage funds and give recipients choice all in one simple to use platform.
Personal Data Items	**parent** • Name **child** • Name • age
Why is it being processed?	https://www.huggg.me/privacy
Who is data shared with?	https://www.huggg.me/privacy

System used: ICT North	
Owner	Prudhoe Community High
Description	IT services for schools
Personal Data Items	**Staff** • Name • Username • Email address • Temporary passwords **Pupil** • Name • Username • Email address • Temporary passwords
Why is it being processed?	ICT support to end users at site / access to school IT equipment.
Who is data shared with?	Staff, pupils, ICT North administrators

System used: Inventry	
Owner	Prudhoe Community High
Description	A system for visitors, staff & pupils. It takes details & a photo & can make a badge of this. Subject signs in & signs out. This allows monitoring of who is present & unlike visitor book cannot be seen by others plus the photo badge identifies visitors etc for safeguarding
Personal Data Items	**Visitor** • Name • Company [if any] • Photograph • Vehicle Reg • Times in & out • Who visiting • email **Staff member** • Name • Times signed in & out **Student** • Name • Form group • Year group • Times signed in & out
Why is it being processed?	School security- school has real time view of who is visiting. System makes a badge with photo which is useful for identifying visitors - safeguarding
Who is data shared with?	Only shared with systems when customer requests this

System used: Jump- Website Provider	
Owner	Prudhoe Community High
Description	User research, web design, brand strategy, brand identity, graphic design, illustration, print design, animation, motion graphics and brand communication
Personal Data Items	**Staff, Governor and Parents** • Name • Email Address
Why is it being processed?	To inform parents and the wider community about the life of the school
Who is data shared with?	https://www.wesayhowhigh.com/privacy-policy

System used: Kahoot	
Owner	Prudhoe Community High
Description	Elevate learning at your entire school or district with Kahoot! EDU: Easily roll out a site license across your school, district or campus Empower teachers with interactive teaching and assessment tools Engage and motivate students in class and via distance learning Get more control and visibility into Kahoot! usage We believe that there should be no limits to when and where you can learn. Engage students in learning when your school is out and stay on track with curriculum while instructing online.
Personal Data Items	**Teacher** • Name **Pupil** • Name • Age
Why is it being processed?	https://kahoot.com/privacy-policy/
Who is data shared with?	https://kahoot.com/privacy-policy/

System used: Kerboodle	
Owner	Prudhoe Community High
Description	Kerboodle works alongside your course textbooks to seamlessly integrate quality digital resources into all of your lessons – both in school and at home. Packed with customisable learning content, assessment materials and reporting tools, Kerboodle allows you to seamlessly integrate quality digital resources into your classroom. Over 3 million students and teachers currently use Kerboodle across 60 courses and a wide range of subjects including Modern Languages, Science, Mathematics, English and Geography
Personal Data Items	**Teacher** • Name **Child** • Name
Why is it being processed?	https://global.oup.com/privacy?cc=us
Who is data shared with?	https://global.oup.com/privacy?cc=us

System used: Lightspeed Internet Filtering	
Owner	Prudhoe Community High
Description	The Lightspeed Rockets provide DfE compliant Internet Filtering Services

	for all schools connected to the Internet through NCC.
Personal Data Items	**Staff** • Name • Machine name • I/P address • URLs visited • School **Pupil** • Name • Name • Machine name • I/P address • URLs visited • School
Why is it being processed?	Statutory requirement to filter Internet services for school users
Who is data shared with?	School leadership, LSCB and police if serious incident occurs

System used: Logo Logic	
Owner	Prudhoe Community High
Description	Founded in 2010 by Jill Stewart, Logo Logic is focused on service and quality. We use only the best materials to produce work for our many clients. Our client base ranges from Charities to schools, business's to sporting events and teams to corporate. No job is too small or too big. Not only do Logo Logic offer the best prices on printed and embroidered clothing, we also offer a print management solution. So, if you need flyers, banners, signage or anything else to do with printing, we would love the opportunity to give you our best price.
Personal Data Items	**Child** • Name
Why is it being processed?	
Who is data shared with?	

System used: Looked After Children Records - Electronic	
Owner	Prudhoe Community High
Description	Information relating to children who are in Looked After Care
Personal Data Items	**Pupil** • Name • Date of Birth • Address

	• Personal Education Plan • Health Needs • Social Care Needs • Educational Needs • Family Background **Parents & Carers** • Name • Contact Details • Address • **Staff** • Name • Position **External Support** • Name • Organisation • Position • Address • Contact Details
Why is it being processed?	To support the education of children who are Looked After
Who is data shared with?	Social Workers, Local Authority, Carers, Receiving school

System used: Looked After Children Records - Paper	
Owner	Prudhoe Community High
Description	Information relating to children who are Looked After
Personal Data Items	**Pupils** • Name • Date of Birth • Address • Personal Education Plan • Health Needs • Social Care Needs • Educational Needs • Family Background • **Parents & Carers** • Name • Contact Details • Address •

	Staff • Name • Position **External Support Workers** • Name • Organisation • Position • Address • Contact Details
Why is it being processed?	To support the education of children who are Looked After
Who is data shared with?	Social Workers, Local Authority, Carers, Receiving School

System used: Medical Files - Electronic	
Owner	Prudhoe Community High
Description	Information in respect of specific medical needs of an individual student
Personal Data Items	**Pupils** • Name • Date of Birth • Address • Health Needs • Social Care Status • Educational Needs • Medical History • Medication Details **Parents/Carers** • Name • Address • Contact Details **Staff** • Name • Position **External Support Workers** • Name • Organisation • Position • Address • Contact Details
Why is it being processed?	To ensure access to education

Who is data shared with?	Parents/Carers (as appropriate), Social Workers, Health Care Professionals, receiving schools, LA workers (as appropriate)

System used: Medical Files - Paper	
Owner	Prudhoe Community High
Description	Information in respect of specific medical needs of an individual student
Personal Data Items	**Pupils** • Name • Date of Birth • Address • Health Needs • Social Care Status • Educational Needs • Medical History • Medication Details **Parents/Carers** • Name • Address • Contact Details **Staff** • Name • Position **External Support Workers** • Name • Organisation • Position • address • Contact details
Why is it being processed?	To ensure access to education
Who is data shared with?	Parents/Carers (as appropriate); Social Workers; Health Care Professionals, receiving schools, LA workers as appropriate

System used: Microsoft Teams	
Owner	Prudhoe Community High
Description	Remote learning with Office 365 for students Microsoft Teams for Education Whether you're learning at home for long periods of time or just outside of class, access Office 365 for free, stay connected, and learn in a way that's right for you. Get startedTips for successful online learning Get set up Students at eligible institutions can sign up for Office 365 Education for free. That means access to apps like Word, PowerPoint,

	and Teams from any web browser. Plus, all the work you create will automatically be saved and backed up in the cloud. Get started with Office 365 for free Already have Office 365? Sign in. Tip: Click Install Office from Office.com to download Office apps to your desktop device. Work together as a class or group Microsoft Teams is a digital hub that brings conversations, content, and apps together in one place. If your classes are using Teams, you'll be able to connect with your classmates, ask your teacher questions, work on your homework, and track the work you've got coming up. Not part of any teams yet? No problem! You can create your own to work on group projects and keep in touch from your computer or phone. Join virtual meetings set up by your teacher and even blur your background
Personal Data Items	**Teacher** • Name **Child** • Name
Why is it being processed?	https://privacy.microsoft.com/en-us/privacystatement
Who is data shared with?	https://privacy.microsoft.com/en-us/privacystatement

System used: MS Office Suite	
Owner	Prudhoe Community High
Description	Suite of online tools for staff and pupils, including OneDrive, Word, Powerpoint, Excel, Outlook, Video and Teams.
Personal Data Items	**Staff** • Name • Classes **Pupil** • Name **Governor** • Name
Why is it being processed?	To provide OneDrive for education to staff, pupils and governors.
Who is data shared with?	N/A

System used: My Maths	
Owner	Prudhoe Community High
Description	MyMaths is an interactive online teaching and homework subscription website for schools that builds pupil engagement and consolidates maths

	knowledge.
Personal Data Items	**Staff** • Name • School • Email **Pupil** • Name • Age • Gender • Year • Class • Performance data
Why is it being processed?	To provide pupils and staff with access to a wider range of mathematics online teaching and learning materials.
Who is data shared with?	Shared within school.

System used: National Centre for Excellence in the Teaching of Mathematics (NCETM)	
Owner	Prudhoe Community High
Description	NCETM provides professional development for staff in the teaching of Mathematics Children's chances of succeeding in education and life will be maximised if they develop deep and lasting procedural and conceptual mathematical understanding. The NCETM's teaching for mastery section explains the rationale for this teaching approach, and presents case studies from schools, together with interviews with teachers involved in mastery projects through the Maths Hubs programme.
Personal Data Items	**Staff** • Name • email address • School
Why is it being processed?	To provide access to the wide range of resources available online.
Who is data shared with?	Tribal and school staff.

System used: National Tutoring Programme (NTP)	
Owner	Prudhoe Community High
Description	The National Tutoring Programme offers highly tailored tuition support for pupils, to help those whose education has been most impacted by the pandemic.
Personal Data Items	**Child** • Name

	• SEN Status • PP Funding Status • Attainment Level • Special Learning Needs • Safeguarding Info/Risk Assessments
Why is it being processed?	To perform the services of the National Tutoring Programme
Who is data shared with?	https://nationaltutoring.org.uk/legal/privacy-notice/

System used: Nereo (Matrix)	
Owner	Prudhoe Community High
Description	North East Regional Employers' Organisation is one of eleven regional bodies that support local authorities across England, Wales and Northern Ireland. NEREO's function is to support local authorities and partner organisations in the fields of Human Resources, Organisational Development and Employee Relations in all their complex and varied forms. NEREO is a small organisation with a big reputation. Our staff have over a hundred years experience of working in the public sector. Some have voluntary and private sector experience too. The Governance of NEREO is carried out by an Executive Committee made up of Elected Member representatives from each of the local authorities.
Personal Data Items	**All Staff** • Name • Date of birth
Why is it being processed?	https://www.nereo.gov.uk/privacy-notice/
Who is data shared with?	https://www.nereo.gov.uk/privacy-notice/

System used: Newcastle United Foundation	
Owner	Prudhoe Community High
Description	Newcastle United Foundation is an independent registered charity using the power of football to connect, motivate and inspire people in our region. Through community, education, health and wellbeing, and sports programmes delivered across Newcastle, Northumberland, North Tyneside and Gateshead, we strive to improve physical and mental health, boost learning and career prospects and provide life-changing opportunities for everyone – no matter their goals in life.
Personal Data Items	**Child** • Forename • Surname • Gender • Ethnicity • Disability • School • Year Group

	• Class name
Why is it being processed?	to provide data to premier league on progress of children using NUFC Foundation
Who is data shared with?	School/Newcastle Foundation

System used: NFER	
Owner	Prudhoe Community High
Description	Assessment materials, reading test and pupil progress data
Personal Data Items	**Staff** • Name • School • Contact details **Pupil** • Name • Date of birth • School • Performance data
Why is it being processed?	To assess pupil attainment and help staff track progress and set targets.
Who is data shared with?	Not shared

System used: Oracle E-Business Suite	
Owner	Prudhoe Community High
Description	Oracle Cloud ERP provides one complete solution for Oracle E-Business Suite customers. Sickness recording.
Personal Data Items	**User Name, Staff Name, Teacher Name** • Name **Reasons for sickness absence information** • Name
Why is it being processed?	To record sickness
Who is data shared with?	relevant school staff, HR and staff member

System used: PaperCut Hive- Cloud Printing Software	
Owner	Prudhoe Community High
Description	Simple for users, and powerful for admins. Meet the cloud print, copy, and

	scan management software that just works with the devices you already have.
Why is it being processed?	
Who is data shared with?	https://www.papercut.com/privacy-policy/

System used: Parents Evening Booking System	
Owner	Prudhoe Community High
Description	Online booking system for parents evenings and other school events.
Personal Data Items	**Staff** • Name • Email • Classes **Pupil** • Name • Classes • Year **Parent** • Name • Email
Why is it being processed?	To provide parents/carers with an online system for booking parents evening and other school events.
Who is data shared with?	Shared with individual? parents and appropriate staff.

System used: Pearson	
Owner	Prudhoe Community High
Description	Pearson provides education, training and assessment/verification services around the world (our "Services"). We work directly with individuals such as students, parents, teachers, and other professionals, and provide our Services to institutions (such as schools, universities, employers).
Personal Data Items	**Pupil** • Name • Information collected as part of Examinations, certifications, Educational Courses, and Tutoring • Health data for access arrangements • Biometric face and voice technology to prevent cheating • Other sensitive information for equality monitoring
Why is it being processed?	https://www.pearson.com/en-gb/privacy-center/privacy-notices.html

Who is data shared with?	https://www.pearson.com/en-gb/privacy-center/privacy-notices.html

System used: Pebble	
Owner	Prudhoe Community High
Description	Online platform to help schools fundraise.
Personal Data Items	**Staff** • Name • Address • Email **Parent** • Name • Address • Email
Why is it being processed?	To provide an online platform to help schools manage fundraising and provide an easy system for parents to access fundraising.
Who is data shared with?	School staff

System used: Personnel files	
Owner	Prudhoe Community High
Description	Information relating to staff employment
Personal Data Items	**Staff** • Name • Address • Telephone number • e-mail address • National Insurance Number • Qualifications • DOB • Contract • Payroll no. • Employment history • References • Leave of absence • DBS checked
Why is it being processed?	Necessary for employment
Who is data shared with?	NCC and/or HR provider and/or Payroll provider

System used: Photographs and videos of staff and pupils.	

Owner	Prudhoe Community High
Description	Permission to display staff and pupil photographs (unnamed) and video on the school website and social media platforms.
Personal Data Items	**Staff** • Name • Photograph • Video **Pupil** • Photograph (unnamed) • Video (unnamed) **Governor** • Name • Photograph
Why is it being processed?	To celebrate the life and work of the school.
Who is data shared with?	The public

System used: PowerBI	
Owner	Prudhoe Community High
Description	Microsoft Power BI is an interactive data visualization software product developed by Microsoft with a primary focus on business intelligence (BI). It is part of the Microsoft Power Platform. Power BI is a collection of software services, apps, and connectors that work together to turn various sources of data into static and interactive data visualizations. Data may be input by reading directly from a database, webpage, PDF, or structured files such as spreadsheets, CSV, XML, JSON, XLSX, and SharePoint.
Why is it being processed?	TBC
Who is data shared with?	TBC

System used: PS Financials	
Owner	Prudhoe Community High
Description	Accounting, purchasing, budgeting and reporting software.
Personal Data Items	**Staff** • Name • School • MIS ID • Email address

	School • Name • Purchase data • Accounting data • Sales data • Expense data • Payment data • VAT returns
Why is it being processed?	To provide the school with an online financial management system.
Who is data shared with?	VAT returns shared with HMRC

System used: RealSmart	
Owner	Prudhoe Community High
Description	Realsmart provides a website that improves communication and makes collaboration easy! Google Apps for Education and your online learning and tracking tools wrapped into one school website bringing your whole school online!
Personal Data Items	**Staff** • Name • School • MIS id • Classes **Pupil** • Name • UPN • Classes • Attendance • Achievement and behaviour
Why is it being processed?	To provide staff and pupils with access to an online learning environment with a range of tools including Google drive for education.
Who is data shared with?	Staff & Pupils

System used: Recruitment information	
Owner	Prudhoe Community High
Description	Part of the job application process
Personal Data Items	**Name** • Name • DOB • Address • Educational establishments attended

	• Qualifications • Disciplinary Records • Appraisal Records • Salary information
Why is it being processed?	As part of the recruitment process
Who is data shared with?	Governors/ shortlisting panel/ SIP/ HR

System used: Registers	
Owner	Prudhoe Community High
Description	Daily register, after school club registers, lunch register
Personal Data Items	**Child** • Name • Address • Date of Birth • Lunch Status • Attendance
Why is it being processed?	To monitor children's attendance - legal obligation.
Who is data shared with?	School staff, after school club providers

System used: Safeguarding Records - Electronic	
Owner	Prudhoe Community High
Description	Records relating to safeguarding of children
Personal Data Items	**Pupils** • Name • Date of Birth • Address • Health Needs • Social Care Status • Educational Needs • Child Protection Plan/Actions **Parent/Carers** • Name • Address • Contact Details **Staff** • Name • Position **Social Care Worker**

	• Name • Address • Contact Details **External Support Workers** • Name • Organisation • Position • Address • Contact Details
Why is it being processed?	Statutory obligations and to support educational entitlement
Who is data shared with?	Parent/Carer as appropriate, key workers as appropriate, LA workers as appropriate, Police

System used: Safeguarding Records - Paper	
Owner	Prudhoe Community High
Description	Records relating to safeguarding of children
Personal Data Items	**Pupils** • Name • Date of Birth • Address • Health Needs • Social Care Status • Educational Needs • Child Protection Plan/Actions **Parent/Carers** • Name • Address • Contact Details **Staff** • Name • Position **Social Care Worker** • Name • Address • Contact Details **External Support Workers** • Name • Organisation • Position

	• Address • Contact Details
Why is it being processed?	Statutory obligations and to support educational entitlement
Who is data shared with?	Parent/Carer as appropriate, key workers as appropriate, LA workers as appropriate, Police

System used: Salamander Soft- Cloud Sync	
Owner	Prudhoe Community High
Description	SalamanderSoft provides process automation services for educational institutions and connects your key IT systems with your management information system (MIS), ensuring relevant accounts, groups and permissions are always up-to-date.
Why is it being processed?	https://www.salamandersoft.co.uk/privacy-policy/
Who is data shared with?	https://www.salamandersoft.co.uk/privacy-policy/

System used: School Cloud	
Owner	Prudhoe Community High
Description	SchoolCloud started in a computing classroom — except, we weren't the teachers. Our company founders were aged 15 and challenged by their IT teacher to solve a school-wide issue of room double bookings. They spent a rainy, Scottish summer developing our very first product, Room Booking System. Not only did their school find it a winning solution, but they even gave them the grand sum of £100 for it! Equipped with our first income and some valuable guidance from entrepreneurial parents, we launched our business from the playground in 2006. And we've not looked back since. Today, by understanding our customers to ensure our technology is tailored to their needs, our software has come far beyond version one. We've organically grown our team to develop and launch multiple award-winning technology solutions that are used across the world to enhance school operations.
Personal Data Items	**Parents** • Name • Email address **Pupil** • Name **Teacher** • Name
Why is it being processed?	https://www.schoolcloud.co.uk/privacy-notice.asp
Who is data shared with?	https://www.schoolcloud.co.uk/privacy-notice.asp

System used: School Cloud- TES	
Owner	Prudhoe Community High
Description	Parents evenings, clubs & events and room booking
Why is it being processed?	To marents evenings, clubs & events and room bookings
Who is data shared with?	https://www.schoolcloud.co.uk/privacy-notice.asp

System used: School meals identification	
Owner	Prudhoe Community High
Description	Identification of pupils for meals
Personal Data Items	**Pupil** • Name • Photograph • Dietary requirement
Why is it being processed?	To ensure the pupils receive appropriate dietary requirements, particularly those with food allergies.
Who is data shared with?	Not shared

System used: School's Mutual	
Owner	Prudhoe Community High
Description	Schools Mutual is a not-for-profit absence cover solution designed exclusively for schools to keep money in education. Our primary goal is to support schools, their budgets and their staff. Our cover is designed to both protect your budget against the rising cost of absences, whilst also supporting you in reducing those absence levels.
Personal Data Items	**Staff responsible for making the decisions relating to scheme of cover** • Name • email address • school phone number **Staff** • Name • DOB • Gender • Position • Marital status • Job description and working hours • Medical history including details of pre-existing medical/health conditions

	• Information relating to current health/medical condition and previous absence records
Why is it being processed?	• Under a contract, or to take steps to enter into a contract in respect of membership of the Mutual fund and the services provided therein. • To comply with a legal obligation • For our legitimate interests or those of a third party (provided the individual's rights and freedoms are not overridden) • to protect the vital interests of the data subject or another natural person • The data subject has freely given clear consent
Who is data shared with?	To manage and administer the fund, we need to share personal data with third-party processors. These may include: • Schools Advisory Service (SAS) – the fund administrator Wellbeing Services Personal data may also be shared with third-party service providers who deliver specific Medical and Wellbeing services or activities to members' staff. In all instances SAS Mutual CIC will: • Establish a data-sharing agreement with the supplier or contractor, either in the contract or MUTUAL V2 Page 4 as a standalone agreement, to ensure the fair and lawful processing of personal data following your policies, our policies and the data protection legislation • Only share data to the extent that the sub-processor or service provider needs it to deliver their service and to keep them safe while working with you and us. Others We may also share the contact details of your organisation with other companies in the group if we believe their services would be of interest and benefit to you. We use third-party service providers such as MailChimp to send marketing materials. We may share the name and contact email addresses of members, former members, and prospective member organisations with those service providers to assist us in carrying out this processing activity

System used: School360	
Owner	Prudhoe Community High
Description	Learning platform for Northumberland schools with links to 3rd party educational resource providers.
Personal Data Items	**Pupil** • Name • School id • Class/Group • Year • UPN (Unique Pupil Number) • Gender • Attendance (If School360 used for registration) • Pupil concern reports • EYFS reflections **Staff** • Name • Staff Alternative e-mail address • Teacher pupil notes
Why is it being processed?	To facilitate setting up and access to the County learning platform -

	School360
Who is data shared with?	SIMs Wonde Frog Learning Just2easy Interactive Resources

System used: SEND electronic records	
Owner	Prudhoe Community High
Description	Records relating to Special Educational Needs and Disability for individual pupils
Personal Data Items	**Pupils** • Name • Date of Birth • Address • Health Needs • Social Care Status • Educational Needs • SEND History **Parents / Carers** • Name • Address • Contact details **Staff** • Name • Position **External Support Workers** • Name • Organisation • Position • Address • Contact details
Why is it being processed?	To ensure appropriate levels of support for the student in relation SEND needs
Who is data shared with?	Parents/Carers as appropriate; Social Workers; Health Care Professionals; Receiving Schools; Youth Offending Teams (case dependent); LA Workers as appropriate

System used: Send Paper Records	
Owner	Prudhoe Community High
Description	Records relating to individual pupil's SEND history
Personal Data Items	**Pupil**

	• Name • Date Of Birth • Address • Medical Information • Health & Social Care • Specific Educational Needs • Interventions In Place **Parents** • Name • Address • Contact Details **Staff** • Name • Position **External Support** • Name • Organisation • Position • Address • Contact Details
Why is it being processed?	To support educational entitlement to meet statutory obligations
Who is data shared with?	Case workers, Parents, local Authority and Receiving Schools

System used: Seneca Learning	
Owner	Prudhoe Community High
Description	4,500,000 students use Seneca to boost their grades at school and at home. We have interactive courses written by senior examiners for ages 8-18. Our free parent accounts let you monitor your child's progress on these courses whenever you like!
Personal Data Items	**Teacher** • Name **Parent** • Name **Child** • Name • Age
Why is it being processed?	https://senecalearning.com/en-GB/privacy

Who is data shared with?	https://senecalearning.com/en-GB/privacy

System used: Senso Cloud	
Owner	Prudhoe Community High
Description	The Cloud Based Platform for Device Monitoring and Management. All-In-One Software for Network, Classroom, Safeguarding and Asset Management, and for managing and monitoring any Windows and Chrome device from a Centralised Web portal
Personal Data Items	**User** • Name • Marital status • Title • DOB • Gender • Address • Email Address • Telephone number
Why is it being processed?	For filtering and monitoring services across school devices, to carry out our obligations arising from the performance of the contract entered and to comply with a legal or regulatory obligation.
Who is data shared with?	External third parties - details and lawful basis all set out on website privacy notice.

System used: SIMS	
Owner	Prudhoe Community High
Description	SIMS is a management information system used by maintained schools in the UK. It provides, teachers, senior leaders and support staff with the tools to efficiently manage daily school life and drive improvement in their schools.
Personal Data Items	**Pupil** • Name • Date of birth • Address • Title • Gender • Class • Year • Parent/carer name • UPN • Dietary Requirements • Medical information • Attendance/exclusion • FSM • SEN

	• Assessment information • Child Protection Plan • School history • Looked After Information **Parent/Carer** • Name • Address • Phone number • email address • Gender • Title • DOB • Parental responsibility • Language • Occupation **Staff** • Name • Address • Phone number • email address • Title • Gender • DOB • NI Number • Ethnicity • Bank Account Information • Qualifications • Disability & Medical Information • Religion • Marital status • Language • Passport Information • Dietary requirements • Absences • Car information • Next of Kin • Payroll number • DBS Information
Why is it being processed?	Processing of this data is necessary for the completion of a public task and for the school to meet statutory requirements.
Who is data shared with?	Parents

System used: SISRA	
Owner	Prudhoe Community High
Description	SISRA Analytics can assist schools with department reviews, target setting, analysis of current data, intervention and exam Results Day analysis.

Personal Data Items	**Staff** • Name • School name • School address • Email address • Telephone number • IP address **Pupil** • Name • School • Performance data • Year • Classes
Why is it being processed?	To provide the school with a range of analytical tools.
Who is data shared with?	Shared internally External third parties see attachment.

System used: Social media sites e.g. Twitter, Facebook	
Owner	Prudhoe Community High
Description	Social Media tool used to inform parents about events in school and celebrate children's achievement.
Personal Data Items	**Pupil** • Photos (unnamed) • Videos (unnamed) • School name • Classes
Why is it being processed?	Unnamed photos of pupils and their work are used on the site
Who is data shared with?	Information shared with parents

System used: Sports Leader UK	
Owner	Prudhoe Community High
Description	Awarding body for L3 award in Sport leadership
Personal Data Items	**Child** • Name • D.o.B • Contact details • Unique Learner Number • Assessment details
Why is it being processed?	To gain qualifications

Who is data shared with?	Sport Leader UK

System used: Still Human	
Owner	Prudhoe Community High
Description	Still Human delivers workshops to staff in education on a range of health and wellbeing topics, sharing evidence-based knowledge and practical strategies that make being a human a little easier.
Personal Data Items	**User** • Name • Personal and special category data necessary to provide wellbeing services, courses and workshops
Why is it being processed?	https://cdn.cms.stillhuman.co.uk/Still_Human_Privacy_Policy_March_2024_Version_4_7e1a68cc97.pdf
Who is data shared with?	https://cdn.cms.stillhuman.co.uk/Still_Human_Privacy_Policy_March_2024_Version_4_7e1a68cc97.pdf

System used: The National College	
Owner	Prudhoe Community High
Description	A provider of online training for staff & governors
Personal Data Items	**Staff member** • Name • Job Title • Email • Phone number **Governor** • Name • Email • Phone number
Why is it being processed?	In order to provide access to online training and for billing purposes
Who is data shared with?	Contractors to provide service

System used: Thrive	
Owner	Prudhoe Community High
Description	Social and Emotional Screening Programme
Personal Data Items	**Pupil** • Name

	• DOB • Class • Year Group • UPN • Assessment information • LAC **Staff** • Name • Class
Why is it being processed?	Social & emotional development tracking
Who is data shared with?	School staff

System used: Tyne & Wear Pension Fund- South Tyneside Council	
Owner	Prudhoe Community High
Description	The Administering Authority holds personal data , in its capacity as a controller, for the proper handling of all matters relating to the Fund, including its administration and management.
Personal Data Items	**Staff** • Contact details- name, address, telephone numbers, and email • Identifying details- DoB, NI number, employee and membership numbers • Length of service and salary information • Bank account and tax details • Information about family, dependents and personal circumstances • Health information • Criminal conviction information
Why is it being processed?	For all matters relating to the Fund, including its administration and management. This can include the processing of your personal data for all or any of the following purposes: To contact you. To assess eligibility for, calculate and provide you (and, if you are a member of the Fund, your beneficiaries upon your death) with benefits. To identify your potential or actual benefit options and, where relevant, implement those options. To allow alternative ways of delivering your benefits, for example, through the use of insurance products and transfers to or mergers with other pension arrangements. For statistical and financial modelling and reference purposes (for example, when we assess how much money is needed to provide members' and beneficiaries' benefits and how that money should be invested). To comply with our legal and regulatory obligations as the administering authority of the Fund. To address queries from members and other beneficiaries and to respond to any actual or potential disputes concerning the Fund. The management of the Fund's liabilities, including the entering into of insurance arrangements and selection of Fund investments. In connection with the sale, merger or corporate reorganisation of or transfer of a business by the employers that participate in the Fund and their group companies.

Who is data shared with?	https://www.twpf.info/article/11482/Full-privacy-notice#whatdatawehold

System used: Typing Club	
Owner	Prudhoe Community High
Description	It is web based and highly effective. TypingClub is (and will always be) free for both individuals and schools. There is an optional paid school edition.Keep practicing each lesson until you get all five stars. It really doesn't take much to learn, a few minutes a day for one to two weeks and you will be a pro!
Personal Data Items	**child** • Name
Why is it being processed?	https://www.typingclub.com/privacy.html
Who is data shared with?	https://www.typingclub.com/privacy.html

System used: UCAS	
Owner	Prudhoe Community High
Description	University Applications
Personal Data Items	**Child** • Name • Predicted Grades • References **Teacher** • Name • email address
Why is it being processed?	To enable students to apply for university
Who is data shared with?	N/A

System used: Unifrog	
Owner	Prudhoe Community High
Description	Research platform for destinations
Personal Data Items	**Child** • Name • Contact Details • Assessment information • Date of birth

Why is it being processed?	To enable students to research possible destinations for post 16 and 18 study
Who is data shared with?	SLT and tutors

System used: White Rose Maths and Science	
Owner	Prudhoe Community High
Description	Influenced, inspired and informed by the work of leading maths researchers and practitioners across the world, White Rose Maths brings together a team of highly experienced and passionate maths teaching experts to train, guide, help and support all those who want to make change happen in their schools. We're guessing that might include YOU! If so, we offer you in-depth training programmes, a vast bank of clear, practical resources (many of them available free of charge), and the bespoke support you want and need to keep raising the bar. We'll not only make your job a whole lot simpler, we'll help you change the future for every child.
Personal Data Items	**Teacher** • Name • Date of Birth • Gender • Email address • Payment details **Child** • Name • Age • Gender • Email address **Parent** • Name • Age • Gender • Email address •
Why is it being processed?	https://whiterosemaths.com/privacy/
Who is data shared with?	https://whiterosemaths.com/privacy/

System used: Wonde	
Owner	Prudhoe Community High
Description	Manages transfer of data from Sims MIS to School360.
Personal Data Items	**Staff**

	• Name **Pupil** • Name • School id • Class/group • Year • UPN • Gender • Attendance
Why is it being processed?	To facilitate the exchange of data to allow the set up of school360 for a school.
Who is data shared with?	School360 users

System used: Zoom	
Owner	Prudhoe Community High
Description	Zoom helps businesses and organizations bring their teams together in a frictionless environment to get more done. Our easy, reliable cloud platform for video, voice, content sharing, and chat runs across mobile devices, desktops, telephones, and room systems.
Personal Data Items	**Teacher** • Name **Parent** • Name
Why is it being processed?	https://zoom.us/trust
Who is data shared with?	https://zoom.us/trust

System used: Accessit	
Owner	Prudhoe Community High
Description	Library Services
Personal Data Items	**Pupil** • Name • Lending History • Gender
Why is it being processed?	Library records
Who is data shared with?	Not Shared

System used: AMSP Advanced Mathmatics Support Programme	
Owner	Prudhoe Community High
Description	Supporting the teaching and learning of Core Maths, AS/A level Mathematics and Further Mathematics. A DfE-funded initiative, providing support for teachers and students in state-funded schools and colleges in England.
Why is it being processed?	To provide targeted support to students
Who is data shared with?	https://mei.org.uk/policies/privacy-policy/

System used: Attend	
Owner	Prudhoe Community High
Description	Attend offers a comprehensive suite of tools and workflows to streamline school attendance management. Our system analyses whole school attendance and generates insightful reports, highlighting areas of concern against local and national DFE benchmarks. The Absence Watch module detects attendance patterns and communicates with parents through text, email, and letters, promoting better attendance habits. Attend also supports staff with automated actions and workflow based on predefined rules and thresholds, making it easier to monitor and track pupil attendance. All tasks, notes, interventions, and home visits are recorded, providing a detailed chronology of activities—essential for parent meetings and local authority referrals.
Personal Data Items	**Student Data** • Name • DOB • Attendance • Idenfitiers/Safeguarding Indicators **Staff Data** • Name • Email • Roles
Why is it being processed?	
Who is data shared with?	https://www.attending.school/schooldata/pages/data/Attend%20Privacy%20Policy.pdf

System used: Bebras UK	
Owner	Prudhoe Community High
Description	Computer challenge
Personal Data Items	**Teacher**

	• Name and School **Student** • Name and Gender
Why is it being processed?	To support learning
Who is data shared with?	n/a

System used: CCTV	
Owner	Prudhoe Community High
Description	CCTV
Personal Data Items	**Staff** • Images **Child** • Images **Visitor** • Images
Why is it being processed?	Safeguarding
Who is data shared with?	Police in event of criminal proceedings

System used: Civica	
Owner	Prudhoe Community High
Description	Civica provide schools with their own cashless catering, and online payment system.
Personal Data Items	**Pupil** • Name • Registration Group • Year • Date of Birth • Gender • Free school meal eligibility • Photograph **Staff** • Name • School • Address

Why is it being processed?	To provide users with access to the cashless payment system for school meals.
Who is data shared with?	Not shared

System used: Duolingo	
Owner	Prudhoe Community High
Description	MFL teaching resource
Personal Data Items	**Student** • Name **Teacher** • Name •
Why is it being processed?	
Who is data shared with?	n/a

System used: Exam Boards	
Owner	Prudhoe Community High
Description	Pearson/OCR/AQA
Personal Data Items	**Child** • Name • Date of birth • Gender • Unique Candidiate identifier • Unique Learner Number • Legal Name • Coursework marks • Forecast grades
Why is it being processed?	Exam entry and issuing of qualifications
Who is data shared with?	Edexcel

System used: GCSE Pod	
Owner	Prudhoe Community High
Description	GCSEPod is a resource to help students learn, retain and recall all the information they need to achieve their GCSE goals.
Personal Data Items	**Student Data Information - extracted from Bromcom**

	• MIS ID • Date of Birth • Surname • Forename • Admission Number **Staff Data Information - extracted from Bromcom** • Title • Surname • Forename • Email • Teaching/Non Teaching Staff • Date of Leaving • Role Text • Staff Code **Group Name/Type and ID** • Registration Group/Year Group/Class Name/Subject • Name
Why is it being processed?	To give online access to gcse learning resources
Who is data shared with?	Shared with school

System used: Glasscubes	
Owner	Prudhoe Community High
Description	Data sharing platform
Personal Data Items	**Staff** • Name
Why is it being processed?	The transfer of student information to support providers
Who is data shared with?	NEUCOP

System used: Health & Safety	
Owner	Prudhoe Community High
Description	Records pertaining to Health & Safety
Personal Data Items	**Staff** • Name • Contact details • D.o.B • Record of Accident/Incident **Child**

	• Name • Contact details • D.o.B • Record of Accident/Incident **Visitor** • Name • Contact details • D.o.B • Record of Accident/Incident
Why is it being processed?	To ensure Health and Safety Regulations are followed
Who is data shared with?	NCC

System used: icoachcricket	
Owner	Prudhoe Community High
Description	icoachcricket offers a range of content and features to support your coaching and enhance player experience.
Why is it being processed?	
Who is data shared with?	n/a

System used: Internal Assessment	
Owner	Prudhoe Community High
Description	Electronic and paper mark books
Personal Data Items	**Child** • Name • Gender • Disdavantaged cohort • SEND Code • Key Stage 2 Assessment data • Internal Assessment Data
Why is it being processed?	To track student achievement and report to parents
Who is data shared with?	Parents

System used: Issac Computer Science	
Owner	Prudhoe Community High
Description	Online learning platform for students and teachers (with resources)
Personal Data Items	**Full Name**

	• Name **Email Address** • Name **DOB** • Name **Gender** • Name
Why is it being processed?	To provide interactive features on the website - learning platform
Who is data shared with?	Teachers/students

System used: Issacphysics.org	
Owner	Prudhoe Community High
Description	learning platform to support physics in the curriculum
Personal Data Items	**Pupil Information** • First Name • Last Name • School email • To state if over 13
Why is it being processed?	IsaacPhysics.org is a website run by the University of Cambridge to help children and young people learn about science and computing and to help teachers teach science and computing
Who is data shared with?	https://isaacphysics.org/privacy

System used: Knowitaallninja	
Owner	Prudhoe Community High
Description	Revision tool
Personal Data Items	**Students** • Name
Why is it being processed?	
Who is data shared with?	n/a

System used: Mathswatch	
Owner	Prudhoe Community High

Description	Maths homework tool
Personal Data Items	**Student** • Name • Assessment information
Why is it being processed?	
Who is data shared with?	Parents

System used: Maze 8	
Owner	Prudhoe Community High
Description	
Why is it being processed?	
Who is data shared with?	

System used: Memrise	
Owner	Prudhoe Community High
Description	MFL learning tool
Personal Data Items	**Student** • Name • **Teacher** • Name •
Why is it being processed?	
Who is data shared with?	n/a

System used: NECOP	
Owner	Prudhoe Community High
Description	
Why is it being processed?	
Who is data shared with?	

System used: Replit	

Owner	Prudhoe Community High
Description	With powerful tools, innovative AI features, and seamless multiplayer support, Replit is the best place to code.
Why is it being processed?	To support students projects
Who is data shared with?	n/a

System used: SIMS FMS	
Owner	Prudhoe Community High
Description	School budget management
Personal Data Items	**Suppliers** • Name • Contact details • Payment terms
Why is it being processed?	In order to control school budget data
Who is data shared with?	Not shared

System used: Sparta	
Owner	Prudhoe Community High
Description	Sparta is a leading providers of occupational and physical health services. Established in 2001 we have experienced strong growth each year based on our successful focus on our client's needs, many of whom we've partnered for more than ten years. They include leading names across a wide range of sectors including oil & gas, manufacturing, chemical, pharmaceutical, transport, housing , construction and demolition industry. We also private clients with health services, including sports injury treatment, shoulder, back and joint pain programmes, vaccinations, massage and pilates. Our approach is simple. We provide the highest level of bespoke occupational and physical health services, cost effectively and efficiently both empathetically and at times and locations to suit our clients
Personal Data Items	**All Staff** • Name • Employment Details
Why is it being processed?	Staff wellbeing and to allow investigation of any health problems for school HR processes
Who is data shared with?	Staff and those who staff may nominate e.g. professional association. HR provider

System used: Sports Leader UK

Owner	Prudhoe Community High
Description	Awarding body for L3 award in Sport leadership
Personal Data Items	**Child** • Name • D.o.B • Contact details • Unique Learner Number • Assessment details
Why is it being processed?	To gain qualifications
Who is data shared with?	Sport Leader UK

System used: The Career People	
Owner	Prudhoe Community High
Description	
Why is it being processed?	
Who is data shared with?	

System used: UCAS	
Owner	Prudhoe Community High
Description	University Applications
Personal Data Items	**Child** • Name • Predicted Grades • References **Teacher** • Name • email address
Why is it being processed?	To enable students to apply for university
Who is data shared with?	N/A

System used: Unifrog	
Owner	Prudhoe Community High
Description	Research platform for destinations
Personal Data Items	**Child**

	• Name • Contact Details • Assessment information • Date of birth
Why is it being processed?	To enable students to research possible destinations for post 16 and 18 study
Who is data shared with?	Not shared

System used: Up Learn	
Owner	Prudhoe Community High
Description	Improves A level grades - Up Learn provides everything you need to get an A*/A at A Level in your subject, as efficiently as possible. No need for textbooks or tutors.
Personal Data Items	**Teacher** • Name • Email **Pupil** • Name • Email • Subjects • Classes
Why is it being processed?	To target specific learning packages to students - to fill in gaps in their knowledge
Who is data shared with?	https://uplearn.co.uk/privacy/

System used: Use of staff and student images	
Owner	Prudhoe Community High
Description	Permission to display staff & student photographs and video on website, social media and in marketing materials
Personal Data Items	**Child** • Name • Photo • Video **Staff** • Name • Photo and video images
Why is it being processed?	To celebrate successes and for school marketing

Who is data shared with?	Public

System used: XR+	
Owner	Prudhoe Community High
Description	XR+ provides a Low code studio to create in minutes AR / VR immersive experiences deployed at scale on any online and offline channels.
Why is it being processed?	To support students in AR projects
Who is data shared with?	n/a