

Governance-Connected

Panel work Privacy Statement

Our contact details:

Name: Liz Bharj/Anne Robinson

Registered Address: 22 Telegraph Hill, Higham, Rochester, Kent, ME3 7NW

Phone: 07305 929205/07710 530383

Email: support@governance-connected.co.uk

Who is collecting and using your personal data?

The school will act as a 'data controller' for any personal data that you provide to us and the clerking service is the data processor. As such, we will ensure that the data you give us is processed in line with our data protection notice and is in line with your rights under the EU General Data Protection Regulation and associated data protection laws currently applicable in the UK.

Please note that failure to provide your personal data may make it difficult for the clerking service to arrange the panel hearing, and proceed with any appeal for an independent review.

Why are we collecting your personal data?

We are collecting your personal data for the following purposes:

- As part of the process to arrange the panel hearing

We are processing this data with your consent and we rely upon the following law to process your personal data:

- The School Discipline (Pupil Exclusions and Reviews) (England) Regulations 2012

Who will we share your personal data with?

In order to deliver the independent review panel service, it may be necessary for us to share your personal data with the following people:

- Members (Volunteers) of the Panel.

- SEN expert (for Independent Review Panels) to review the support given to your child with regard to their SEN needs and whether the school's policies and procedures had been followed

How long will we hold your personal data?

We will retain your personal data until the panel process is completed.

Exercising your rights

Under the EU General Data Protection Regulation, you have the following rights:

- The right of access to your own personal data.
- The right to request rectification or deletion of your personal data.
- The right to object to the processing of your personal data.
- The right to request a copy of the information you provide us in machine readable format.
- The right to withdraw your consent to any processing that is solely reliant upon your consent.

Should you wish to exercise any of your rights, you should contact the Clerk to the Panel

Complaints:

If you have any concerns about our use of your personal information, you can make a complaint to us at our registered office: 22 Telegraph Hill, Higham, Rochester, Kent, ME3 7NW

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: [0303 123 1113](tel:03031231113)

ICO website: <https://www.ico.org.uk>