PRIVACY NOTICE FO R

ME MBERS, TR USTEES & GOVERNORS

THIS NOTICE APPLIES TO THE HOPE SENTAMU LEARNING TRUST (HSLT)

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(HSLT)

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5. Who do we share your information with and why?

We routinely share your information with:

● City of York’s Governance Service - the Governance Service supports HSLT with all aspects of

governance at all levels and locations within the Trust.

● The Department for Education (DfE), Get Information About Schools (GIAS), Companies

H ouse and/or Educatio n and Skills Funding Agency (ESFA) - in order to fulfil statutory

requirements.

The DfE col lects pe rsonal data from schools and Local Authorities. We are required to share informati on

about individuals in governance roles with the DfE and/or the ESFA under:

● [Academies] Requirements set out in the ‘Academy Trust Handbook’.

● [PRUs] Section 538 of the Education Act 1996.

Any information we share with ot her parties is transferred securely and he ld by the ot her organisation in

line w it h their data security policies. All Member,

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You can find out more about the requirements placed on the Trust by the DfE, including the data we share

with them, via this websi te: https://www. gov.uk /government/news/nat ional-database-of-governors.

Some of this personal data is not publicly available and is encrypted within the GI AS system. Access i s

restricted to authorised DfE and educat ion establishment users with a DfE Sign-in account who need to

see it to fulfil the ir official duties. The information is for internal pur poses only and is not shared beyond

the DfE, unless t he law permits.

Under the Data Protection Act 2018, you are entitled to ask the DfE what personal information it holds

about you. You have the right to ask the DfE:

● If it processes your personal data.

● For a description of the data it holds about you.

● The reasons it is holding your data and any recipient it may be disclosed to.

● For a copy of your personal data and any details of its source.

To exercise these rights, you should make a subject access request. Information on how to do this can be

found by following this l ink: Personal Information Charter.

You can also contac t the DfE directly using its online contact form by following this link :

https://w w w. gov.uk/contact-dfe.

7. What are your rights?

You have specific rights to the processing of your data; these are the right to:

● Request access to the information the Trust or school� ho dy �a�b�ol�dsut

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via the above contact details to express your rig ht to withdraw. You are not required to provide a reason

for withdrawing consent.

If you are concerned or unhappy about the way we are collecting or using your informat ion, please rai se

your conce rn or lodge a complaint with the school’s Data Protection Officer in the first instance. You can

also contact the ICO at: https://ico.org.uk/concerns/.

Please refer to the Trust ’s Data Protection (UK GDPR) Policy and Data Retention Sche dule here:

https://hsl t.academy/our-policies/

9. U pdating this privacy not ice

The Trust will periodically revi ew this p rivacy notice to ensure it is accurate and remains compliant with

current legislation and legal requirements placed upon the Trust. The Trust will update this privacy noti ce

if we change how we collec t and process your data. The Trust will infor m you when this pr ivacy notice has

changed; however, we also recommend that you rev isit this privacy notice periodical ly (available at:

https://hsl t.academy/our-policies/).

10. How can you find out more infor mation?

If you would like to discuss anything in this privacy notice, please contact the Trust ’s Data Protection

Officer via email: dpo@hslt.academy or telephone: 01904 560053.

If you require further information about how the DfE processes your personal data, please contact the DfE

directly v ia the ir website.

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