



Privacy Notice Volunteers

Document Control	
Title :	Privacy Notice Volunteers
Date:	
Supersedes:	
Amendments:	
Related policies/guidance:	
Review:	3 Yearly/ as appropriate

Approved by: Governing Board **Date:** September 2024

Last reviewed on: September 2024

Next review due by: September 2027



Achieve Believe Succeed

'They shall have life, life in all its fullness' (John 10:10)

GDPR privacy notice for the school Volunteers

From 25th MAY 2018 Schools are required to detail to volunteers how their personal data may be collected and used.

The school is the data controller of the personal information you provide to us. This means they determine the purposes for which, and the manner in which, any personal data relating to governors is to be processed. Liz Knibbs is the data protection officer for the school, and can be contacted via email office@mossleyce.cheshire.sch.uk.

Where necessary, third parties may be responsible for processing your personal information. Where this is required, the school places data protection requirements on third party processors to ensure data is processed in line with your privacy rights.

Mossley has the legal right and a legitimate interest to collect and process personal data relating to those that serve on the governing body at the school. We process personal data in order to meet the safeguarding requirements set out in UK employment and childcare law, including those in relation to the following:

- Academy Funding Agreement
- Academy's legal framework
- Safeguarding Vulnerable Groups Act 2006
- The Childcare (Disqualification) Regulations 2009

If volunteers fail to provide their personal data, will prevent you from undertaking the role of volunteer at Mossley

Volunteers personal data is used for the following reasons:

- To clarify references should these be required
- To make contact
- To ensure that there is no conflict of interest

The personal data the school may collect from its volunteers includes the following:

- Names
- DBS number
- Any conflict of interest

Volunteers' personal data is only sought from the data subject. No third parties will be contacted to obtain governors' personal data without the data subject's consent.

Mossley school will not share your personal information with any third parties without your consent, unless the law allows us to do so.

Your personal data is retained in line with our retention policy

Data will only be retained for as long as is necessary to fulfil the purposes for which it was processed, and will not be retained indefinitely.

You have a legal right to:

- Request access to the personal data that school holds.
- Request that your personal data is amended.
- Request that your personal data is erased.
- Request that the processing of your data is restricted.

Where the processing of your data is based on your explicit consent, you have the right to withdraw this consent at any time. This will not affect any personal data that has been processed prior to withdrawing consent.

You also have the right to lodge a complaint with the Information Commissioner's Office (ICO) in relation to how Mossley processes your personal data.

In Summary

- Mossley has a legal and legitimate interest to collect and process my personal data in order to meet statutory requirements.
- There may be significant consequences if I fail to provide the personal data Mossley requires as they will not be able to keep in touch with me.
- Mossley will not share my data to any other third parties without my consent, unless the law requires the school to do so.
- My data is retained in line with the school's data protection Policy.
- My rights to the processing of my personal data.