

Privacy Notice (How we use alumni information)

The categories of alumni information that we collect, hold and share include:

- Personal contact information (such as name, address, telephone number and email address)
- School attendance information (such as start year, end year, date of birth)

Why we collect and use this information

We use alumni data:

- To contact you with news about the school
- To contact you regarding events at the school
- To contact you regarding fundraising for the school

The lawful basis on which we use this information

We collect and use your personal information under Section 1. (a) of Article 6 of the General Data Protection Regulation:

(a) The data subject has given consent to the processing of his or her personal data for one or more specific purposes

Storing alumni data

We will hold alumni data for as long as you wish to receive communications from us.

Who we share alumni information with

We will not share your data with anyone else, unless legally required to do so.

Requesting access to your personal data

Under data protection legislation, you have the right to request access to information we hold about you. To make a request for your personal information, please contact: The Alumni Co-ordinator.

You may also request us to remove your enquiry data.

If you have a concern about the way we are collecting or using your personal data, we request that you raise your concern with us in the first instance. Alternatively, you can contact the Information Commissioner's Office at <https://ico.org.uk/concerns/>

Contact

If you would like to discuss anything in this privacy notice, please contact: dataprotection@birkdalschool.org.uk