

**Privacy Notice – for children, parents and carers
at Move More CIO**

Move More CIO is the Data Controller for the purposes of the Data Protection Act (2018). This means we collect information from you and may receive information about you or your child(ren). We use this data to:

- Keep your child safe and healthy
- Support their teaching and learning
- Monitor, report and share progress and achievements
- Assess how well we, as an organisation, are doing
- To comply with the law regarding sharing data

The information we collect may include such things as:

- personal details (such as name, address, daytime contact method, email address, date of birth, medical and allergies, school, relevant behaviour information)
- personal characteristics (such as employment, marital status)
- information about involvement with school (such as meetings in school)
- we also keep information about a second emergency contact which you have given to us

We collect and use information under section 6(1)(b) *'processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract.'*

In addition some of the data we hold is termed special category and requires more protection so we also come under 9(2)(d) *'processing is carried out in the course of its legitimate activities with appropriate safeguards by a foundation, association or any other not-for-profit body with a political, philosophical, religious or trade union aim and on condition that the processing relates solely to the members or to former members of the body or to persons who have regular contact with it in connection with its purposes and that the personal data are not disclosed outside that body without the consent of the data subjects.'*

But we will not give information about you to anyone outside without your consent unless the law or our procedures allow us to.

Most of the information you provide to us is required, but some of it is provided on a voluntary basis. In order to comply with the Data Protection Act (2018), we will tell you if you are required to provide certain information to us or if you have a choice in this.

We will hold your information for as long as your child is actively involved with one of our programs. We will remove your information from our systems two years after they leave.

If you want to see a copy of the information about you, or your child(ren), that we hold please contact Dan Derrick, CEO.

Further advice and information is available from the Information Commissioner's Office,
www.ico.gov.uk or telephone 01625 545700