All Saints C of E Primary School
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Website Privacy Notice

All Saints C of E Primary School

1. Introduction

All Saints C of E Primary School is committed to protecting the privacy and security of personal information.

This privacy notice explains how we collect, use, store and protect personal information when you visit or use our school website.

Our website is provided using services from **Juniper Education**, who act as our website provider and data processor for the storage of information submitted through website forms.

This notice should be read alongside the school's wider privacy information and policies relating to data protection, information security and records retention. Which can be found on our website under Statutory Info – Policies and Documents.

2. Who we are

All Saints C of E Primary School is the data controller for personal information that we process through our website.

If you have any questions about how we use your personal information, or about this privacy notice, please contact our Data Protection Officer:

Data Protection Officer: Lally Hodan
Email: **adminoffice@allsaints-pri.hants.sch.uk**

3. Information we may collect

Depending on how you use our website, we may collect personal information that you provide to us, for example when you:

- complete and submit a form;
- contact the school through the website;
- make an enquiry;
- provide information in connection with a school service or activity; or
- otherwise communicate with the school through the website.

The information collected will depend on the particular form or service being used and may include your name, contact details and the information contained in your message or enquiry.

Please do not provide personal information about another person unless you are authorised to do so or we have specifically asked you to provide it.

4. Information collected when you submit a website form

When you submit a form through our website, information may be processed and stored by our website provider, **Juniper Education**, acting as our data processor.

Juniper Education has confirmed that information associated with website form submissions may include information about your approximate location.

This may include:

- your IP address; and
- geographical information, such as your approximate city or region, which may be inferred from your IP address or device information.

This information is used for purposes including:

- helping to identify and prevent fraudulent or malicious activity;
- diagnosing technical problems; and
- operating and securing the website.

The information is not used by the school to identify your precise physical location.

5. How we use information submitted through the website

We use information submitted through our website for the purpose for which it was provided.

For example, information may be used to:

- respond to enquiries;
- communicate with parents, carers, pupils, prospective families and other members of the school community;
- provide information about school services, activities and events;
- administer requests or services made through the website;
- fulfil our legal and statutory responsibilities; and
- maintain the security and effective operation of the school's website and digital services.

The lawful basis for processing will depend on the nature and purpose of the information being processed. This may include:

- **public task**, where processing is necessary for the school to carry out its functions as a maintained school;
- **legal obligation**, where we are required to process information to comply with a legal requirement; and
- **legitimate interests**, where processing is necessary for a legitimate interest pursued by the school or a third party and the individual's rights and freedoms do not override those interests.

Where another lawful basis is appropriate, we will rely on that basis.

6. Website provider – Juniper Education

Our website is provided using services from **Juniper Education**.

Juniper Education acts as a **data processor for the storage of information submitted through forms on our website**.

Where Juniper Education processes personal information on our behalf, appropriate contractual, confidentiality and security arrangements are in place.

Juniper Education will only process personal information on our behalf in accordance with our instructions and applicable data protection requirements.

7. Cookies and similar technologies

Our website uses cookies and similar technologies.

A cookie is a small file placed on your device by a website. Cookies can be used to make a website function correctly, remember preferences and, in some circumstances, collect information about how a website is used.

The rules governing cookies and similar technologies require organisations to provide clear information about their use and, where cookies are not strictly necessary, obtain appropriate consent before using them.

Cookies currently used by our website

Juniper Education has confirmed that the standard Juniper website platform uses the following cookies:

Cookie	Provider	Purpose
cookiesAllowed	Juniper Education	Used to determine whether the user allows cookies.
cookieConsentID	Juniper Education	Records the level of cookie consent given and is used when cookie consent settings are updated.
highvis	Juniper Education	Used to ensure the website is displayed in high-visibility mode when this accessibility setting is selected.

These cookies are described by Juniper Education as necessary cookies associated with the operation, accessibility and privacy preferences of the website.

Third-party and non-essential cookies

The school does not rely on the standard Juniper website platform to provide analytics cookies.

However, additional content or services may be added to the website from time to time. Some third-party services or embedded content may use cookies or similar technologies that are not strictly necessary for the operation of the website.

If we introduce any such technologies, we will review the relevant privacy and cookie requirements and provide appropriate information and, where required, obtain consent before non-essential cookies or similar technologies are used.

The school's use of cookies will be reviewed when changes are made to the website or its content.

8. Managing cookies

You can control or delete cookies using the settings available in your web browser.

You can generally choose to:

- block cookies;
- delete cookies;
- allow cookies; or
- block third-party cookies.

Blocking or deleting necessary cookies may affect the operation or accessibility of parts of the website.

Further information about cookies and your rights in relation to them is available from the Information Commissioner's Office (ICO).

9. How long we keep information

We retain personal information only for as long as it is necessary for the purpose for which it was collected and in accordance with our legal and regulatory obligations.

Where information forms part of the school's records, retention periods will be determined in accordance with the **Hampshire County Council Retention Schedule** and applicable legal requirements.

Different types of information are retained for different periods depending on their purpose.

When information is no longer required, it will be securely deleted or disposed of in accordance with the school's records management and disposal arrangements.

10. How we protect your information

We take appropriate technical and organisational measures to protect personal information against:

- unauthorised access;
- accidental loss;
- alteration or destruction;
- inappropriate disclosure; and
- other forms of unlawful or unauthorised processing.

Access to personal information is restricted to authorised individuals who need it to carry out their role.

Where third-party organisations process personal information on our behalf, we require appropriate contractual and security arrangements.

11. Sharing personal information

We will only share personal information collected through the website where there is a lawful basis to do so.

Depending on the purpose of the enquiry or information submitted, this may include sharing information with:

- Juniper Education, where they process information on our behalf as our website data processor;
- our local authority;
- other schools or educational organisations where appropriate;
- government departments or public authorities where required or permitted by law;
- professional or other organisations where this is necessary and lawful; or
- emergency services or other relevant agencies where necessary to protect an individual's vital interests or safeguard a child.

We will only share information that is necessary and relevant for the purpose for which it is being shared and will take appropriate measures to ensure that information is shared securely.

12. International transfers

The school does not routinely transfer personal information collected through its website outside the United Kingdom.

If this changes, we will ensure that any transfer is carried out in accordance with applicable data protection law and will update our privacy information where appropriate.

13. Your data protection rights

Depending on the circumstances and the lawful basis for processing, you may have rights under data protection law, including:

- the right to be informed about how your personal information is used;
- the right of access to personal information we hold about you;
- the right to have inaccurate or incomplete information corrected;
- the right to request erasure of personal information in certain circumstances;
- the right to request restriction of processing in certain circumstances;
- the right to object to certain processing;
- the right to data portability in limited circumstances; and
- the right to withdraw consent where we are relying on consent as the lawful basis for processing.

These rights are not absolute and may not apply in every situation. Whether a particular right applies will depend on the circumstances, the lawful basis for processing and any relevant legal requirements.

For example, the right to erasure does not apply where the school is required to retain or process information to comply with a legal obligation.

Further information about individual data protection rights is available from the Information Commissioner's Office.

14. How to exercise your rights

If you wish to exercise any of your data protection rights or have a question about the way your personal information is being used, please contact:

Data Protection Officer: Lally Hodan
Email: **adminoffice@allsaints-pri.hants.sch.uk**

15. Complaints

If you have concerns about the way we collect, use or share your personal information, please contact the school in the first instance:

Data Protection Officer: Lally Hodan
Email: **adminoffice@allsaints-pri.hants.sch.uk**

We will deal with your concern in accordance with our data protection complaints procedure.

If you remain unhappy with the way your personal information has been handled, you have the right to complain to the **Information Commissioner's Office (ICO)**.

Information about making a complaint to the ICO is available on the ICO website.

16. Our wider privacy information

This website privacy notice explains how we handle personal information specifically in connection with our school website.

Our wider school privacy notices provide more detailed information about how All Saints C of E Primary School collects, uses, stores and shares personal information in carrying out its functions as a maintained primary school.

This includes information relating to pupils, parents and carers, staff and other individuals who interact with the school.

17. Review of this privacy notice

We review this privacy notice regularly and will update it when there are significant changes to the way we collect, use or share personal information through our website.

Last updated: September 2026