EPAT

Believe Succeed Together

Privacy Notice (Biometric Information)

Who we are:

Your school is called **The Eastwood Academy** or **Bournemouth Park Academy** and this is part of the **Eastwood Park Academy Trust (EPAT).** EPAT is the organisation which is in charge of your personal information. This means that EPAT is the Data Controller.

The postal address of EPAT is: **The Eastwood Academy, Rayleigh Road, Leigh-on-Sea, Essex, SS9 5UU.**

EPAT's Data Protection Officer (DPO) is **Lauri Almond** and is contactable via igs@essex.gov.uk and 03330 322970.

If you want to contact us about your personal information that the academy holds, you can leave a letter at Reception, send one by post or e-mail the academy directly using one of the e-mail addresses below:

The Eastwood Academy – enquiries@eastwood.southend.sch.uk
Bournemouth Park Academy - office@bournemouthpark.southend.sch.uk

Collection and Use of Biometric Data:

Where we use pupils' biometric data as part of an automated biometric recognition system (for example, pupils use finger prints to receive school dinners instead of paying with cash, we will comply with the requirements of the Protection of Freedoms Act 2012.

All card payments are made through WisePay software services. All pages viewed on WisePay are encrypted using a "Secure Socket Layer" (SSL) session. SSL is an industry standard and is designed to ensure internet pages and sensitive information are not intercepted. All payments are made through the Sagepay Payment Gateway which adheres to the highest level of compliance under the Payment Card Industry Data Security Standard (PCI) including stringent fraud screening, SSL encryption and tamperproof data storage. This process is regularly audited by the banks and banking authorities. Card details are not stored by WisePay and the Trust regularly monitors the service provider's continued PCI compliance.

Parents/carers will be notified before any biometric recognition system is put in place or before their child first takes part in it. The school will get written consent from at least one parent or carer before we take any biometric data from their child and first process it.

Parents/carers and pupils have the right to choose not to use the school's biometric system(s). We will provide alternative means of accessing the relevant services for those pupils.

Parents/carers and pupils can object to participation in the school's biometric recognition system(s), or withdraw consent, at any time, and we will make sure that any relevant data already captured is deleted.
As required by law, if a pupil refuses to participate in, or continue to participate in, the processing of their biometric data, we will not process that data irrespective of any consent given by the pupil's parent(s)/carer(s).

Where staff members or other adults use the school's biometric system(s), we will also obtain their consent before they first take part in it and provide alternative means of accessing the relevant service if they object. Staff and other adults can also withdraw consent at any time, and the school will delete any relevant data already captured.