

## Briefing Note: GDPR – a brief overview for Parents and Carers

The General Data Protection Regulation (GDPR) became effective 25 May 2018 and applies to all European states. Many of the fundamental principles of the GDPR remain the same as the Data Protection Act (DPA) 1998, however GDPR replaced the DPA and enhanced many rights and obligations. GDPR provides a data protection framework suitable for the modern digital world and allows individuals better control of their data. The UK will retain the GDPR even after Brexit.

### What is GDPR?

GDPR stands for General Data Protection Regulations, it is designed to strengthen and unify the safety and security of all data held within our organisation.

GDPR heralds a significant change in our culture, as well as our processes, for handling data and there are stiff penalties for falling foul of the law. It's vital that we take steps now to ensure we are prepared for the new data protection provisions coming into force. GDPR applies to 'personal data' meaning any information relating directly or indirectly to an identifiable person. The GDPR will increase our responsibility to ensure sensitive information – regardless of the form it's kept in – is managed in the right way in compliance with the new regulation.

### Aim of GDPR

The aim of the GDPR is to protect all EU citizens from privacy and data breaches in an increasingly digital, social media and technological world. The new legislation sets a standard across all member states in relation to data laws and compliance. In summary the GDPR changes the way in which data controllers (REACH2 is a data controller) handle personal information by making clear what personal data we can keep, how we should keep it and how we can use it. It also gives individuals enhanced rights of access and protection when it comes to their personal data.

### Does GDPR apply to REACH2?

REACH2 Academy Trust holds personal data, mostly on employees, pupils and parents and carers, therefore, the GDPR law applies. Personal data includes names and addresses of individuals. Most organisations and service providers will come under the GDPR legislation.

### GDPR Principles

The GDPR's data protection principles are similar to those under the Data Protection Act. The 6 key principles underpinning the new Data Protection Act are that personal data must be:

- Processed lawfully, fairly and in a transparent manner
- Collected for specified, explicit and legitimate purposes

- Adequate, relevant and limited to what is necessary in relation to the purposes for which the data is processed
- Accurate and kept up to date
- Kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the data is processed
- Processed in a way that ensures appropriate security of personal data.

### Who is responsible for GDPR compliance in REACH2?

The primary role of the data protection officer (DPO) is to ensure that REACH2 processes the personal data of its staff, customers, providers or any other individuals (also referred to as data subjects) in compliance with the applicable data protection rules. The role of the Headteacher is to ensure all their staff understand GDPR and their responsibilities. However, Data Protection is EVERYONES responsibility!

### Impact of not being GDPR compliant

The risks of non-compliance are significantly greater under the GDPR than under the DPA. Maximum fines for data breaches can go up to €20 million, or 4% of turnover.

### Your rights

It's important you know your rights. Please take a look at the [Privacy Notices](#) on our website.

*Remember that data privacy will never trump an issue where we believe there is a safeguarding concern. It is important to us that your children are kept safe.*

### UK regulator - Information Commissioner's Office (ICO)

There's a lot of useful information on the ICO website too. [www.ico.org.uk](http://www.ico.org.uk)

### What do you need to do?

- Familiarise yourself with our privacy notices and policies
- Keep up to date with communications from school as policies and practices are updated
- Ask us if you have any questions or concerns
- If you are unsure about whether you can share information about another pupil – do ask!

Useful contact: [dataprotectionofficer@reach2.org](mailto:dataprotectionofficer@reach2.org)