



Publishing Pupils' Work

Privacy Notice

2023 - 2024

Publishing pupils' work

We may wish to celebrate the achievements of pupils and promote the School through publishing of work. When this is the case, we will seek the consent of the parent/guardian, or where pupils are aged 12 or above, from the pupil themselves. As we are relying on your consent you can withdraw consent at any time by contacting the school. Every effort will be made to delete the work, but please note that where consent has been provided for the publication, the school may not be able to locate and delete the work on request, although reasonable steps will be taken to do so.

Where consent has been provided for the use of work, and the pupil has left the school, we will rely on legitimate interests as our legal basis when retaining work for promotional purposes. If you would like a copy of the Legitimate Interest Assessment we have completed for this activity, please contact the school office.

The personal information likely to be used in this activity is:

- Student Name
- School Year
- Work

The school is the Data Controller for this information. The information might be shared with:

- Other students
- Social Media applications
- School website provider
- Our marketing partners

No work is routinely available outside of the UK. However, where it is used on used on social media, in publications, or on our website we cannot restrict the access to the UK.

For information about your rights in relation to this use of your personal information please see section 5 of our overarching privacy notice.

School Data Protection Role Contact Details

Role	Name	Email contact
Data Protection Officer (DPO)	Ms. L. Almond	IGS@essex.gov.uk
Senior Information Risk Owner (SIRO)	Mr. S. Proctor	admin@westthurrockacademy.co.uk
Information Champion (IC)	Mrs. J. Pitcher	admin@westthurrockacademy.co.uk
Information Governance Governor	Mrs. S. Stronach	Chair@westthurrockacademy.co.uk