

Privacy Notice

Cornist Park CP is required to maintain class/bubble lists in response to the Covid-19 health emergency. The lists contain each pupils name along with the parents/guardians name and telephone number. The processing of the class/bubble lists is necessary as part of our public task as set out in the Operational Public Health Advice Note for Welsh Government on the investigation and management of clusters and incidents of COVID-19 in educational and childcare settings.

Cornist Park CP will retain your data for as long as the child remains a pupil within the school or until the pandemic ends, whichever is sooner.

In the event of a positive Covid-19 case within the school, the class/bubble list will be shared with NHS Wales Test, Trace, Protect.

If you feel that **Cornist Park CP** has mishandled yours or your child's personal data at any time you can make a complaint to the School by emailing Cpmail@hwbmail.net or phoning **01352 735657**.

Alternatively, you can make a complaint to the Information Commissioner's Office by visiting their website (<https://ico.org.uk/make-a-complaint/>) or by calling their helpline on 0303 123 1113.

For further information about how **Cornist Park CP** processes personal data and your rights please see our privacy notice and policies on our website - www.cornistparkcp.co.uk

Many thanks,

Cornist Park CP staff