



Privacy Notices: Governors and Volunteers

How we use your information (data protection)

We process personal data relating to those who volunteer at our school. The following data is collected and stored in paper format and stored in a locked cupboard in the school office. The collection of this information is not passed onto any other organisation or third parties without your consent unless the law allows us to.

- Information stored on server and a copy in paper format: name, home address, telephone number, email address.
- Any references collected as part of safeguarding procedures
- Any identification information taken at the time of application is used for DBS application purposes only; it is then securely destroyed.

Contact: If you would like to discuss anything in this privacy notice, please contact: office@russell-street-school.co.uk