Visitors Privacy Notice

As a visitor, we capture your personal data for the following purposes:

- Locating you and accounting for you in an emergency
- Safeguarding yourself and others
- If there is a problem with your vehicle (car registration)
- Time and contract management

We process the above on the basis of:

- Maintaining yours and others vital interests (emergency management)
- Compliance with safeguarding laws (Keeping Children Safe in Education – KCSIE)
- Yours and our legitimate interests (any problems with your vehicle)
- It being necessary for the performance of employment or commercial contracts (time/contract management).

We retain visitor data based upon last entry in the visitors' book + 6 years (in case of claims by parents or pupils about various actions), which is aligned to the purposes above.

If you have any further queries or wish to discuss how we process your personal information in more detail, then please speak to the School Office or our Data Protection Officer*:*

Data Protection Officer
Email - i-west@bathnes.gov.uk
Telephone - 01225 395959