

# SACRED HEART CATHOLIC HIGH SCHOOL



Fenham Hall Drive · Newcastle upon Tyne · NE4 9YH  
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Headteacher: Mrs S Howell

## Privacy Notice for Live Online Lessons

### Why the school will use live online lessons

The school will use live online lessons to allow students who are isolating to take part in classroom-based lessons they are missing due to the COVID-19 pandemic. This is a hybrid model where some students will be physically present in the classroom and others will be at home.

### What system will be used?

Microsoft Office 365 / Microsoft Teams.

### Safeguards in place

At no time will any student be recorded. However, due to the nature of the lesson, a student may be identified as being in the classroom setting which may include any behavioural and/or medical issues.

The lessons will not be able to be recorded by the students and will not be recorded by the school for future use and will be live streamed only.

Remote access to the lesson and its content is solely for the use of the student, and is not to be shared with anyone else, recorded or misused in accordance with the school's acceptable use policy.

If a lesson is being live streamed, all individuals within the classroom will be informed before the stream begins.

### Lawful basis

Under the Data Protection Act 2018 and EU General Data Protection Regulation (GDPR) Article 6, from 25th May 2018. The lawful reason the school have chosen is Legitimate Interest, as the school believe that it is the right of all children to access education.

### Can I opt out?

The school believe that the data protection risk to individuals in the classroom setting is minimal. However, should you have any concerns then please contact [enquiries@shhs.org.uk](mailto:enquiries@shhs.org.uk)

### Contact

If you would like to discuss anything in this privacy notice, please contact the Data Protection Officer by e-mail at [dpo@chapmandis.co.uk](mailto:dpo@chapmandis.co.uk) or contact the school who will pass your details to the Data Protection Officer. Bryan Chapman: [Chapman Data and Information Services Ltd](http://Chapman Data and Information Services Ltd)

*If you have a concern about the way we are using your personal data, we request that you raise your concern with us in the first instance. Alternatively, you can contact the Information Commissioner's Office:*

*Report a concern online at <https://ico.org.uk/concerns> by telephone on 0303 123 1113, or write to:  
Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF*



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