



www.villiers.ealing.sch.uk
Boyd Avenue, Southall, Middlesex UB1 3BT
Tel 020 8813 8001
Email info@villiers.ealing.sch.uk

Data & Youth Support services agreement

Once your child is aged 13 or over, we are required by law to pass on certain information to providers of youth support services in your area. This is the local authority support service for young people aged 13 to 19 in England. We must provide both the child's and parents name(s) and address, and further information relevant to the support services' role.

However, if the child is over 16, the child (or the parent(s) can ask that no information beyond names, address and your date of birth be passed to the support services. Please see below on how to opt-out of this arrangement.

The school will not give information about you to anyone outside of the school without your consent unless the law and rules allow us to.

The school is required by law to pass some information about you to the Local Authority and the Department for Education (DfE). We may also share your data with schools and youth support services.

The categories of pupil information that we process include:

- personal identifiers and contacts (such as name, unique pupil number, contact details and address)
- characteristics (such as ethnicity, language, and free school meal eligibility)
- safeguarding information (such as court orders and professional involvement)
- special educational needs (including the needs and ranking)
- medical and administration (such as doctors' information, child health, dental health, allergies, medication and dietary requirements)
- attendance (such as sessions attended, number of absences, absence reasons and any previous schools attended)
- assessment and attainment (such as key stage 1 and phonics results, post 16 courses enrolled for and any relevant results)
- behavioural information (such as exclusions and any relevant alternative provision put in place)

Why we collect and use pupil information

We collect and use pupil information, for the following purposes:

- a) to support pupil learning
- b) to monitor and report on pupil attainment progress
- c) to provide appropriate pastoral care
- d) to assess the quality of our services
- e) to keep children safe (food allergies, or emergency contact details)
- f) to meet the statutory duties placed upon us by the Department for Education

To opt out

If you wish to opt-out of this arrangement, please inform the Sims & Assessment Manager at Villiers High School by emailing info@villiers.ealing.sch.uk .

