

Addendum to Privacy Notice for Grindleford and Eyam Playgroup

This privacy notice is an addendum to the playgroup's main privacy notice, and it explains how Grindleford and Eyam Playgroup may use your personal data, specifically in relation to the COVID-19 (coronavirus) pandemic. This privacy notice should be read in conjunction with our standard privacy notice for registered children and families.

What information are we collecting?

The categories of information that we collect, hold and share include the following:

- Basic personal information (e.g. name, DOB and address) (pupils, parents and carers)
- Safeguarding information
- Job role and evidence of employment in this role (parents)
- Attendance information

We will also process information which may include 'special category' data including:

- Information which identifies children that are 'vulnerable' (those who have a social worker, such as children in the care of the Local Authority and those children with education, health and care (EHC) plans)
- Relevant medical information
- The number of children that are ill, isolating, shielding and whether there is a suspected or confirmed case of COVID-19.
- The number of children who have been asked to self-isolate by the NHS Test and Trace system.
- The number of children living with a clinically extremely vulnerable person.

Who we share your personal information with

Personal data of children and their parents may be shared with NHS/Public Health Agencies where relevant to the COVID-19 pandemic.

We may also be required to share personal data of individuals with the Track and Trace scheme. This link <https://contact-tracing.phe.gov.uk/help/privacy-notice> takes you to the schemes own Privacy Notice.

Sharing data with NHS/Public Health Agencies

Where data needs to be shared with Health officials, we will:

- limit the data shared to the minimum necessary,
- only share data with the appropriate authorities,
- share via secure methods (e.g. encrypted email),
- verify the identity of person requesting personal data,
- keep a note/copy of data shared,
- notify any individuals whose data has been shared (if practicable).

How long do we keep your COVID-19 health data?

For the duration of the pandemic and then as directed by the government.

Reasons we can collect and use your personal information

Any personal data we process is done so in accordance with Article 6 and Article 9 of GDPR:

- Compliance with Health and Safety obligations under employment law
- For reasons of Public Health
- For reasons of public interest