

Parents' and pupils' privacy tables: reviewed November 2025.

Table 1 – Personal information we are required to process to comply with the law:

Information Type	Relevant legislation	Special Category – additional lawful reason	Third Parties with whom we share the information	Lawful reason for sharing
Pupil full name	The Education (Information about Individual Pupils) (England) Regulations 2013 Regulation 3(2)	n/a	Local Authority Department of Education School to which pupil has transferred	Legal obligation
			Arbor online payment system Arbor online information management system Arbor text and email messaging system	Consent of the individual to whom that information 'belongs'
			Arbor assessment system Microsoft Office 365 Other local schools eg. for sports events Rapid Reading, TT Rock Stars, Numbots, Seesaw	Performance of a public task
Gender	The Education (Information about Individual Pupils) (England) Regulations 2013 Regulation 3(2)	n/a	Local Authority Department of Education School to which pupil has transferred	Legal obligation
			Arbor online payment system Arbor online information management system Arbor text and email messaging system Rapid Reading, Seesaw	Consent of the individual to whom that information 'belongs'
Date of Birth	The Education (Information about Individual Pupils) (England) Regulations 2013 Regulation 3(2)	n/a	Local Authority Department of Education School to which pupil has transferred	Legal obligation
			Arbor online payment system Arbor online information management system Arbor text and email messaging system Rapid Reading	Consent of the individual to whom that information 'belongs'
			Arbor assessment system	Performance of a public task
Home address	The Education (Information about Individual Pupils) (England) Regulations 2013 Regulation 3(2)	n/a	Local Authority Department of Education School to which pupil has transferred	Legal obligation
			Arbor online payment system Arbor online information management system Arbor text and email messaging system	Consent of the individual to whom that information 'belongs'
First Language	The Education (Information about Individual Pupils) (England) Regulations 2013 Regulation 3(2)	n/a	Local Authority Department of Education School to which pupil has transferred	Legal obligation
Ethnicity	The Education (Information about Individual Pupils) (England) Regulations 2013 Regulation 3(2)	Necessary for archiving, historical research or statistical purposes in the public interest	Local Authority Department of Education School to which pupil has transferred	Legal obligation
			Arbor online information management system	Consent of the individual to whom that information 'belongs'

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Date of admission to school	The Education (Information about Individual Pupils) (England) Regulations 2013 Regulation 3(2)	n/a	Local Authority Department of Education School to which pupil has transferred	Legal obligation
			Arbor online information management system	Consent of the individual to whom that information 'belongs'
Last school attended - name and address	The Education (Pupil Information) (England) Regulations 2005 Regulation 5	n/a	Local Authority Department of Education School to which pupil has transferred	Legal obligation
National curriculum year group	The Education (Information about Individual Pupils) (England) Regulations 2013 Regulation 3(2)	n/a	Local Authority Department of Education School to which pupil has transferred	Legal obligation
			Arbor online payment system Arbor online information management system Arbor text and email messaging system	Consent of the individual to whom that information 'belongs'
			Arbor assessment system Rapid Reading Office 365	Performance of a public task
Unique pupil number	Education Act 1996 Section 537A	n/a	Local Authority Department of Education School to which pupil has transferred	Legal obligation
			Arbor online information management system Arbor assessment system	Performance of a public task
Eligibility for Free School Meals	The Education (Information about Individual Pupils) (England) Regulations 2013 Regulation 3(2)	n/a	Local Authority Department of Education School to which pupil has transferred	Legal obligation
			Arbor online payment system Arbor online information management system Arbor assessment system	Consent of the individual to whom that information 'belongs'
Proficiency in English	Education Act 1996 Section 537A	n/a	Local Authority Department of Education School to which pupil has transferred	Legal obligation
Whether a pupil is looked after including the Local Authority with that duty	The Education (Information about Individual Pupils) (England) Regulations 2013 Regulation 3(2)	n/a	Local Authority Department of Education School to which pupil has transferred	Legal obligation
			Arbor online information management system Arbor assessment system	Performance of a public task
Where a pupil has but is no longer looked after, the type of order resulting in this	The Education (Information about Individual Pupils) (England) Regulations 2013 Regulation 3(2)	n/a	Local Authority Department of Education School to which pupil has transferred	Legal obligation
			Arbor online information management system Arbor assessment system	Performance of a public task
Special Educational Needs status,	The Education (Information about Individual Pupils) (England) Regulations 2013 Regulation 3(2)	n/a	Local Authority Department of Education School to which pupil has transferred	Legal obligation

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start date, details of needs and provision			Arbor online information management system Arbor assessment system	Performance of a public task
Details of exclusions: start and end dates, number of sessions, fixed length/permanent, reason for exclusion	The Education (Information about Individual Pupils) (England) Regulations 2013 Regulation 3(2)	n/a	Local Authority Department of Education School to which pupil has transferred	Legal obligation
			Arbor online information management system Arbor assessment system	Performance of a public task
Assessment data – end of key stage and Year 1 phonics screening	The Education (Pupil Information) (England) Regulations 2005	n/a	Local Authority Department of Education School to which pupil has transferred	Legal obligation
			Arbor online information management system Arbor assessment system	Performance of a public task
Pupil Annual Reports	The Education (Pupil Information) (England) Regulations 2005	n/a	School to which pupil has transferred	Legal obligation
Attendance records including whether absence was authorised/ unauthorised and reason for absence	The Education (Information about Individual Pupils) (England) Regulations 2013 Regulation 3(2)	n/a	Local Authority Department of Education School to which pupil has transferred	Legal obligation
			Arbor online information management system Arbor assessment system	Performance of a public task
Parents' names and addresses	The Education (Pupil Information) (England) Regulations 2006 Regulation 5 (1)(c)	n/a	Local Authority Department of Education School to which pupil has transferred	Legal obligation
			Arbor online payment system Arbor online information management system Arbor text and email messaging system	Consent of the individual to whom that information 'belongs'
Parents' telephone number	The Education (Pupil Information) (England) Regulations 2006 Regulation 5 (1)(c)	n/a	Local Authority Department of Education School to which pupil has transferred	Legal obligation
			Arbor online payment system Arbor online information management system Arbor text and email messaging system	Consent of the individual to whom that information 'belongs'
Pupil assessment data (Curricular record)	The Education (Pupil Information) (England) Regulations 2005, Regulation 4		Arbor assessment system	Performance of a public task

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Table 2 – Personal information we are required to process as it is necessary to protect someone's vital interests

Information Type	Special Category - additional lawful reason	Third Parties with whom we share the information	Lawful reason for sharing
Medical information including allergies	Necessary to protect vital interests of the data subject or another person where the data subject is physically or legally incapable of giving consent	Emergency services, NHS School Nurses, Public Health England	Protection of vital interests

Table 3 - Personal information we are required to process with the consent of the individual to whom that information 'belongs'

Information Type	Special Category - additional lawful reason	Third Parties with whom we share the information	Lawful reason for sharing
Parent mobile telephone number	n/a	Arbor online information management system	Consent of the individual to whom that information 'belongs'
Parent email address	n/a	Arbor online information management system	Consent of the individual to whom that information 'belongs'
Pupil images	n/a	Arbor online information management system Media – school website, FB page and newsletter	Consent of the individual to whom that information 'belongs'

Table 4 - Personal information we are required to process because it is necessary to do so in order to perform a public task

Information Type	Special Category - additional lawful reason	Third Parties with whom we share the information	Lawful reason for sharing
Names, telephone numbers and addresses of emergency contacts other than parent(s)	n/a	Arbor online information management system	n/a
Registration group	n/a	Arbor online information management system Arbor online payment system	Consent of the individual to whom that information 'belongs'
Child Protection and Safeguarding documentation including concern forms and case documentation	n/a	Local Authority – Children's Services, Early Help, Social Care teams, CAMHS, Family support agencies	Legal requirement – Children's Act 1989, sections 17 and 47
		Police	Performance of a public task
Special Educational Needs documentation including SEND provision maps, Personal Learning Plans, Education, Health and Care Plans, reports from external agencies	n/a	Local Authority – Children's Services	Performance of a public task
Dietary restrictions	n/a	Arbor online payment system	Consent of the individual to whom that information 'belongs'
Medical information including allergies	Necessary for preventative or occupational medicine	Arbor online information management system	Consent of the individual to whom that information 'belongs'

These tables support the Astley School Privacy notice for Parents and Pupils (Reviewed Nov 2025). Next review date: November 2026