PRIVACY NOTICE / DATGANIAD PREIFATRWYDD

In accordance with the Data Protection Act 2018 and the General Data Protection Regulation individuals have the right to be informed about how the school uses any personal data that we hold about them. We comply with this right by providing privacy notices and this notice explains how we collect, store and use personal data about individuals at the school.

School Name:	Blaenavon Heritage VC Primary
Contact Details:	Jane Howells
Privacy Notice Name:	**COVID 19 – Collecting details for NHS Wales Test, Trace, Protect Service within Public Buildings**

Data controller:
Head Teacher: Jane Howells
School Name: Blaenavon Heritage VC Primary

Collection of personal data

During this pandemic and to ensure the health and safety of our pupils, staff, visitors and customers on these premises, we are required by Welsh Government under regulation 12 of the Health Protection (Coronavirus Restrictions) (No2) (Wales) Regulations 2020 to record the name and contact details of visitors to our school to support the NHS Wales Test, Trace and Protect programme to limit the spread of the coronavirus.
This information will only be used to contact you if it is determined that you may have been in contact with someone who has tested positive for the virus. This information will be shared with the NHS Wales Test, Trace, Protect Service who may use your contact details to provide you with COVID 19 advice and to assist in the containment of the virus.

Further information on who the NHS Wales Test, Trace, Protect service are and how they will use your information is available here:

https://gov.wales/contact-tracing-your-questions#section-43152

https://gov.wales/keeping-records-staff-customers-and-visitors-test-trace-protect#contents

https://phw.nhs.wales/

Type of data collected

- your name
- contact telephone number OR email address
- date and time of your arrival and departure

Lawful basis for collecting this data

Under data protection law, GDPR Article 6(1) (c) we have a Legal Obligation to collect and process this personal information to comply with Regulation 12 Health Protection (Coronavirus Restrictions) (No 2) Wales Regulations 2020. In order to assist in the

containment of the virus, we will only share your data if it is requested directly by those delivering the NHS Wales Test, Trace and Protect strategy.

Data retention period

Your personal data will only be retained for the purposes stated in this privacy notice and will not be used by us for any other purpose and be held by us for no more than 21 days.

All personal data will be held and disposed of in a safe and secure manner in accordance with school's retention and disposal procedures.

More information

For more information on how the school processes personal information please view our detailed privacy notice available on our website. This will also provide details on how to invoke your rights to access your personal information.

Further information on your rights is available from: www.ico.org.uk.