



ZENITH
MULTI ACADEMY
TRUST

Privacy Notice - Managing volunteers

Our schools sometimes have volunteers who come in to support school activities. We are required to collect some information about them, for example:

- Name and contact details
- Vetting information
- Relationship information

Our legal basis for collecting and using this information is consent, but where we collect vetting information this is on the basis of our Legal Obligation.

Where schools are using your information with your consent you can withdraw your consent at any time by contacting the school.

Schools will keep your information whilst you are volunteering at the school, and retain for one year after your last support activity.

Your personal information will also be used to:

- help investigate any worries or complaints you have about your/your child's education;
- keep track of spending;
- check the quality of education delivery; and
- to help with research and planning of new education initiatives.

To manage our records we use technology systems. Our technology suppliers are subject to contractual obligations to assure the security of the information in the system.

No personal information is routinely available outside of the UK. Should a transfer of personal information be necessary schools will only do so where it is permitted by law and where appropriate safeguards are in place.

For information about your rights in relation to this use of your personal information please see each schools overarching privacy notice:

The King John School – [King John School - Privacy Notice](#)

James Hornsby School – [The James Hornsby School - Privacy Notice](#)

Castle View School – [Castle View School - Privacy Notice](#)

Castledon School – [Castledon School - Privacy Notice](#)

Laindon Park Primary School – [Laindon Park Primary School and Nursery - Privacy Notice](#)