

The **Local Authority (LA)** uses information about children for whom it provides services, to enable it to carry out specific functions for which it is responsible, such as the assessment of any special educational needs the child may have. It also uses the information to derive statistics to inform decisions on (for example) the funding of schools, and to assess the performance of schools and set targets for them. The statistics are used in such a way that individual children cannot be identified from them. In line with a longstanding policy intention, and a commitment in the Coalition Agreement, the Government has confirmed that ContactPoint will be switched off on 6 August 2010. From that date no users will be able to access the system. The database will be destroyed using Government-approved security standards and processes.

www.swindon.gov.uk

Data Protection Officer at Sanford House, Sanford Street, Swindon, SN1 1QH

Primary Care Trusts (PCT) use information about pupils for research and statistical purposes, to monitor the performance of local health services and to evaluate and develop them. The statistics are used in such a way that individual pupils cannot be identified from them. Information on the height and weight of individual pupils may however be provided to the child and its parents and this will require the PCTs to maintain details of pupils' names for this purpose for a period designated by the Department of Health following the weighing and measuring process. PCTs may also provide individual schools and LAs with aggregate information on pupils' height and weight.

www.nhs.uk/England/AuthoritiesTrusts/Pct/Default.

North Swindon District Centre, Thamesdown Drive, Swindon, SN25 4AN

Connexions Services For pupils of 13 years and over, the school is legally required to pass on certain information to Connexions services providers on request.

Connexions is the government's information and advice service for all young people aged 13 to 19 in England (website: www.connexions-direct.com). This information includes the name and address of the pupil and parent, and any further information relevant to the Connexions services' role.

However parents, or the pupils themselves if aged 16 or over, can ask that no information beyond name and address (for pupil and parent) be passed on to Connexions. If as a parent, or as a pupil aged 16 or over, you wish to opt-out and do not want Connexions to receive from the school information beyond name, address and date of birth then please contact the school.

Further information on the Swindon Connexions Service at

www.connexions-direct.com/index.cfm?go=localServices&officeID=229

The Platform, Faringdon Road, Swindon, SN1 5BJ.

The **Qualifications and Curriculum Development Authority (QCDA)** uses information about pupils to administer the national curriculum assessments portfolio throughout Key Stages 1 to 3. This includes both assessments required by statute and those that are optional. The results of these are passed on to DfE to compile statistics on trends and patterns in levels of achievement. The QCDA uses the information to evaluate the effectiveness of

the national curriculum and the associated assessment arrangements, and to ensure that these are continually improved.

www.qcda.gov.uk

QCDA, 53-55 Butts Road, Earlsden Park, Coventry, CV1 3BH.

Ofsted uses information about the progress and performance of pupils to help inspectors evaluate the work of schools, to assist schools in their self-evaluation, and as part of Ofsted's assessment of the effectiveness of education initiatives and policy. Ofsted also uses information about the views of children and young people, to inform children's services inspections in local authority areas. Inspection reports do not identify individual pupils.

www.ofsted.gov.uk

Aviation House, 125 Kingsway, London WC2B 6SE;

The **Skills Funding Agency** uses information about pupils aged 14 and over (or enrolling for post-14 qualifications) for statistical purposes in order to evaluate and develop education policy and monitor the performance of the education service as a whole. Further information on how this data is used may be found [Skills Funding Agency website](#).

The Chief Executive of Skills Funding also administers the Learning Records Service (previously known as the Managing Information Across Partners Programme) which uses a minimum set of personal data to:

- issue and maintain a Unique Learner Number (ULN) for pupils of 14 years and over and for those registering for post-14 qualifications
- create and offer a Personal Learning Record (PLR)
- enable advice and guidance to be offered to the learner (for example, helping to choose the right course)
- facilitate the processing of qualification awards by approved awarding organisations.

Approved organisations (including other schools) will be allowed to access the limited set of personal data. More information on the Personal Learning Record, Unique Learner Number, Learner Plan and Qualification Credit Framework is available on the [Learning Records Service website](#). This sharing of data reduces the need for learners having to supply the same information repeatedly to different organisations and significantly reduces the risk of inaccurate information being held about them.

[Details of how an individual may opt-out of sharing achievement data in their Personal Learning Record](#) with these organisations are also available from the Learning Records Service.

<http://skillsfundingagency.bis.gov.uk/>

Cheylesmore House, Quinton Road, Coventry, Warwickshire CV1 2WT

The **Department of Health** uses anonymised information about pupils' height and weight collected in primary and middle schools as part of the National Child Measurement Programme to inform, influence and improve health policy. The Department of Health also provides aggregate PCT-level data to the Care Quality Commission for performance assessment of the health service.

www.dh.gov.uk

Skipton House 80 London Road London SE1 6LH;

The **Department for Education (DfE)** uses information about pupils for research and statistical purposes in order to inform, influence and improve education policy and to monitor the performance of the education service as a whole.

Pupil information may be matched with other data sources that DfE holds in order to model and monitor their educational progression and to provide comprehensive information back to local authorities (LAs) and learning institutions to support their day-to-day business. DfE may also use contact details from these sources to obtain samples for statistical surveys which may be carried out by research agencies working under contract to DfE. Participation in such surveys is usually voluntary. DfE may also match data from these sources to data obtained from statistical surveys.

Pupil data may also be shared with other Government departments and agencies (including the Office for National Statistics) for statistical or research purposes only. In all these cases, the matching will require that individualised data is used in the processing operation but that data will not be processed in such a way that it supports measures or decisions relating to particular individuals or identifies individuals in any results. This data sharing will be approved and controlled by the Department's Chief Statistician.

DfE may also disclose individual pupil information to independent researchers into the educational achievements of pupils who have a legitimate need for it for their research, but each case will be determined on its merits and subject to the approval of the Department's Chief Statistician. DfE's powers to pass data to researchers are derived from The Education (Individual Pupil Information) (Prescribed Persons) (England) Regulations. These regulations restrict the researchers who may receive data to 'persons conducting research into the educational achievements of pupils and who require individual pupil information for that purpose'.

Pupil information will no longer be used for ContactPoint. ContactPoint is the national database which holds the name and contact details for all children in England (up to their 18th birthday), their parents or carers, and the practitioners working with them. In line with a longstanding policy intention, and a commitment in the Coalition Agreement, the Government has confirmed that ContactPoint will be switched off at noon on 6 August 2010. From that date no users will be able to access the system. The database will be destroyed using Government-approved security standards and processes. Further information is available on the [DfE website](#).

DfE is the Data Controller for the purposes of the Data Protection Act. Further information is available about [the third party organisations to which DfE also passes pupil data](#), as the law allows.

Pupils, as data subjects, have certain rights under the Data Protection Act, including a general right of access to personal data held on them. Their parents exercise this right on their behalf if they are too young (under 12) to do so themselves. If you wish to access the personal data which DfE holds about your child, then please contact the Department:

Public Communications Unit
Department for Education
Sanctuary Buildings
Great Smith Street
London
SW1P 3BT
Website: www.education.gov.uk
Email: info@education.gsi.gov.uk
Telephone: 0870 000 2288