



Northridge Community School

## Visitor management system – Data Statement

As part of our safe guarding procedures at Northridge Community School we use an electronic visitor management system. This helps us to keep record of individuals or groups who have recently visited the school.

- The system is maintained by Code Green (BMBC) and all data is kept on cloud system which is encrypted. Access to the data is only allowed under the authority of the Head Teacher and or the Information Governance lead at the Multi Academy Head Office.
- Please note that registration plate information is deleted automatically after 24hrs
- All data is protected and kept in line with the Data Protection Regulation (2018)

The Data Protection Act provides the facility for the school (as Data Controller) to release personal data to a third party for the following purposes:

- A. The prevention or detection of crime;
- B. The apprehension or prosecution of an offender; or

Unless a Court order is made, the decision regarding whether to release personal data will belong to the school and the school alone.

If you seek any further information on this matter, please speak to our Head teacher in the first instance.

Kindest regards,

A handwritten signature in black ink that reads 'A. Denman'.

Anita Denman

Head of School

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