Nottingham Girls' Academy

Privacy Notice - Appendix 1 (Staff)

Data recipient and purpose of sharing	Staff Names	Staff Email addresses	Date of birth	Characteristics*	Home contact details	NI Number	Other
Access HR System management information system (GATHRIS)	✓		✓	✓	✓	✓	
Busy Bees optional childcare voucher scheme	✓	✓	✓	✓	✓	✓	Rate of pay
Grant Thornton audit purposes, VAT advice	✓	✓	✓	✓	✓	✓	Rate of pay, payroll no, pension details, teacher number
Lloyds Syndicate Insurers no claims bonus scheme for staff vehicles while at work	✓					✓	Payroll number
Office for National Statistics	✓	✓	✓	✓	✓	✓	Rate of pay
Nottinghamshire County Council for pensions	✓		✓	✓	✓	✓	Salary, marital status, absence rates, pay number
Prudential for pensions	✓					✓	Academy
Teachers' Pension Scheme	✓		✓	✓	✓	✓	Salary, marital status, absence rates, pay number
Virtual College for the purposes of staff training	✓	✓					Academy
Smartlog for the purposes of staff training	✓	✓					Academy
School Workforce Census (DfE)	✓		✓	✓	✓	✓	Rate of pay, disability and equality details, teacher number, qualifications,
Disclosure and Barring Service for safeguarding checks	✓	✓	✓		✓		
Capita SIMS for management information system	✓	✓	✓	✓	✓	✓	
Inland Revenue, CSA, courts as part of possible investigations	✓	✓	✓	✓	✓	✓	As necessary
Nottingham Trent University - trainee teachers programmes	✓	✓	✓		✓		Absence/performance details, disability, marital status, health clearance
University of Nottingham - trainee teachers programmes	✓	✓	✓		✓		Absence/performance details, disability, marital status, health clearance
Sheffield Hallam University - trainee teachers programmes	✓	✓	✓		✓		Absence/performance details, disability, marital status, health clearance
University of Brighton - trainee teachers programmes	✓	✓	✓		✓		Absence/performance details, disability, marital status, health clearance
Workfuture occupational health service and pre-employment checks	✓		✓	✓	✓		Absence, disability and equality details,
Groupcall.com (Messenger) – for communication purposes	✓	✓			✓		
inventry.co.uk for purposes of health and safety	✓	✓					

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SBS School Business Services for the purposes of providing MIS support	✓	✓	✓	✓	✓	✓	
Lessons Learned – for purposes of monitoring staff performance and PDR process	✓	✓					Lesson Observations, job role, Personal Development Review (PDR)
edufocus.co.uk (Evolve) – for purposes of logging on to an online trips and visits tool	✓	✓					Mobile phone number where the staff member enters independently
Cashless Catering (Vericool) – for purposes of online payments to cashless catering for meal on site	✓	✓					Staff are able to add their own payment details to the site in order to make payments

Nationally-defined personal characteristics descriptions ie gender, ethnicity, first language