



Dream Big, Aim High
& Make a Difference

General Personal Data Privacy Notice

Collection

PHPS collects personal data for pupils, parents/carers, staff, visitors and suppliers to allow it to effectively pursue its legitimate interests and to protect vital interest:

- Provision of an education to its pupils and managing the necessary support activities
- Ensure the health, safety and welfare of pupils, staff and visitors
- Compliance with its legal obligations.

Storage & Security

PHPS keeps collected information

- In paper format in locked storage units
- Electronically on local servers, or in the 'cloud' through third parties, with suitable and sufficient protection systems

Sharing

PHPS never share personal information unless legally obliged to do so or has received explicit consent

Retention

PHPS retains personal data in accordance with Hampshire County Council (HCC) Schools Record Retention Schedule [HCC School Retention Schedule](#)

Access/Deletion

- Individuals may request to view all personal data held by PHPS (Subject access request)
- Individuals may request PHPS to alter and/or delete/destroy some or all of the personal data held.
- PHPS will destroy/delete personal information that does not fall under the HCC Schools Record Retention schedule [HCC School Retention Schedule](#)

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