

Stirling Council

Privacy Notice

Find out how Stirling Council uses personal data by checking the Council's website at the following address: <http://www.stirling.gov.uk/dataprotection>

Our website contains a Register of Data Processing which lists all the different ways in which the Council uses personal data.

This Privacy Notice provides more information about just one of those processes.

Title of Process	Pupil Attainment
<p>Why does the Council process personal data?</p>	<p>Personal data relating to individual pupil attainment is collected, moderated and analysed as part of the National Improvement Framework key driver - Assessment of Children's Progress.</p> <p>Personal data is processed to ensure quality and performance by accessing and sharing information for the purpose of review and quality improvement via:</p> <ul style="list-style-type: none"> • Insight • SQA • SDS 16+ Data Hub • Forth Valley College Portal • Gateway Work IT • Activity Agreements • Scottish National Standardised Assessment (SNSA) data <p>Annual national survey of teacher judgement of achievement of a level (ACEL) for all P1, P4, P7 and S3 pupils.</p> <p>To secure improvement in the quality of school education provided in Stirling Council schools as outlined in the National Improvement Framework strategic priorities. The data is processed for the purposes of:</p> <ul style="list-style-type: none"> • Analysing educational outcomes for young people. • Tracking and monitoring transition from school. • Evaluating the quality of experiences being delivered.

<p>What personal data is used?</p>	<p>Children and young people in primary schools, secondary schools and schools with ASN provision. Young people who have left school up to the age of 24.</p> <p>Pupil data already held on Seemis; name, date of birth, stage, SIMD, SNSA username and login details, gender, enrolment status, Seemis ID, Scottish Candidate Number, ASN needs, Looked After status, EAL status, FSE free school meal entitlement, ethnicity and class.</p> <p>Individual assessment scores and breakdown of marks/scores including SQA exam results.</p> <p>Teacher judgement of level achieved in literacy and numeracy.</p> <p>Staff names, SNSA usernames and login details, e-mail addresses and SNSA roles stored on Seemis for the purposes of allocating Account Manager roles in each school for SNSA.</p> <p>School leaving date, destination status (SDS 16+ Data Hub) (Insight)</p> <p>Name, school and course application (Forth Valley College)</p> <p>Name, school, work placement details (Gateway Work IT)</p>
<p>What makes it lawful for the Council to process this personal data?</p>	<p>We process personal data in order to comply with statutory obligations relating to education, and to perform a “public task” in the public interest.</p>
<p>Where does the Council obtain personal data from?</p>	<p>SNSA data is populated nationally by Scottish Government using Seemis-held pupil data. Pupils are assessed online in their allocated schools on online assessments pre-populated by the SNSA team. Schools then access the site to view and process pupil attainment data.</p> <p>Teacher judgement ACEL data for every P1, P4, P7 and S3 pupil is recorded on Seemis by schools and is accessed and processed at local authority level prior to being included in a local authority return in the Performance Team to Scottish Government organised using pupil candidate numbers rather than names. This return is then ‘cleansed’ for any anomalies before being returned to the authority from Scottish Government.</p> <p>Insight data is compiled by Scottish Government SQA Data comes from Seemis SDS 16+ Data Hub information comes from Skills Development Scotland</p>

	<p>Forth Valley College Portal information comes from individual applications and schools Gateway Work IT comes from schools</p> <p>Data collected from other organisations: from Seemis and from Scottish Government, SNSA. There is an information sharing agreement in place with Stirling Council and both Seemis and SNSA. If a pupil moves to a different Authority their data in Seemis is transferred to that Authority. Forth Valley College Portal- Data Sharing Agreement in place</p>
<p>Where does the Council keep personal data?</p>	<p>SNSA data kept electronically in the SNSA system hosted by Scottish Government. Schools and the local authority can save, store and print pupil attainment data from the SNSA site.</p> <p>Seemis holds the individual personal data accessed by schools and local authority. Council network holds amalgamated data which cannot identify individual pupil data.</p> <p>Data is held securely in the Insight data base, Seemis and within the SDS Central Management System Both Forth Valley College and Gateway Work IT store information securely on their systems.</p>
<p>How long does the Council keep personal data?</p>	<p>The personal data is stored and accessed in Seemis for the duration of the pupil's academic career from Nursery – S6. Data Protection legislation says that personal data must be kept no longer than is necessary for the purpose for which it is collected.</p> <p>Insight data is held for 5 years</p> <p>SDS 16+ Data continues until the young person reaches the age of 24.</p> <p>Forth Valley College Portal data is retained for five years</p>
<p>Who does the Council share personal data with?</p>	<p>The Council does not share this data</p>
<p>Who do I contact about my personal data?</p>	<p>The Council has a Data Protection Officer to make sure it is complying with data protection laws.</p> <p>The Council's Data Protection Officer is Kevin O'Kane, Audit Manager.</p>

	<p>He can be contacted at: Data Protection Officer, Stirling Council, Teith House, Kerse Road, Stirling FK7 7QA Email: dataprotection@stirling.gov.uk Telephone: 01786 404040</p>
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