

Sutton in Craven Community Primary School

(Not statutory but has statutory grounding)

Approval - Governing Board



Website Privacy Policy

We are an aspirational place where learners grow.
Our school is kind and happy and we respect and celebrate the differences in ourselves, our community and our world.
Our children become responsible, determined and independent citizens.

Approved by:	Business Group Committee	Date: March 26
Last reviewed on:	March 2026	
Next review due by:	March 2027	

Website Privacy Notice

This privacy notice explains how Sutton in Craven Community Primary School uses and protects any information that you provide when using this website.

Sutton in Craven Community Primary School is committed to ensuring that your privacy is protected. If we ask you to provide certain information by which you can be identified when using this website, you can be assured that it will only be used in accordance with this privacy notice.

We may update this notice from time to time by updating this page. You should check this page occasionally to ensure that you are happy with any changes.

This notice explains how any personal data we collect from you, or that you provide to us, will be processed by the school. Please read it carefully to understand how we use and protect your personal data. By using this website you are agreeing to the practices described in this notice.

For the purpose of the UK General Data Protection Regulation (UK GDPR), the data controller is:

Sutton in Craven Community Primary School
9 Bridge Road
Sutton-in-Craven
Keighley
BD20 7ES
Telephone: 01535 633064

Information we collect from you

We may collect and process the following information:

Information you provide to us

This includes information you provide by filling in forms on our website or by contacting us by phone, email or otherwise. For example, when you make an enquiry, request information, or report a problem with the website.

This information may include:

- Name
- Address
- Email address
- Telephone number

- Any other information you choose to provide in correspondence

Information we collect automatically

When you visit our website, we may automatically collect certain technical information such as:

- IP address
- Browser type and version
- Pages visited on the site
- Date and time of visits
- Other diagnostic data used to improve the website

Unfortunately, the transmission of information via the internet is not completely secure. While we take appropriate steps to protect your data, we cannot guarantee the security of information transmitted to the website. Any transmission is therefore at your own risk.

Once we have received your information, we use appropriate procedures and security features to help prevent unauthorised access.

Your rights

Under UK data protection law you have a number of rights regarding your personal data, including the right to:

- Access the personal data we hold about you
- Request corrections to inaccurate information
- Request that your data is erased (in certain circumstances)
- Restrict how your data is processed
- Object to the processing of your data in certain circumstances

You also have the right to ask us not to process your personal data for marketing purposes. If we intend to use your information for marketing purposes, we will ask for your consent beforehand.

If you would like to exercise any of these rights, please contact the school using the details below.

You also have the right to lodge a complaint with the Information Commissioner's Office (ICO) if you believe your data has been handled incorrectly.

Website: <https://ico.org.uk>

Cookie Policy

Our website uses cookies to help improve your experience when browsing the site.

Cookies are small text files that are placed on your device when you visit a website. They help websites work efficiently and provide information to website owners.

How we use cookies

We use cookies to:

- Ensure the website functions correctly
- Understand how visitors use the website
- Improve the user experience
- Remember your preferences where applicable

Cookies do not normally contain information that personally identifies you, but personal information that we store about you may be linked to the information stored in and obtained from cookies.

Types of cookies we may use

Necessary cookies

These cookies are essential for the website to function properly. They enable basic features such as page navigation and access to secure areas of the website. The website cannot function properly without these cookies.

Analytics cookies

These cookies help us understand how visitors interact with the website by collecting and reporting information anonymously. This helps us improve the website and make it more useful for visitors.

Functionality cookies

These cookies allow the website to remember choices you make, such as language preferences or accessibility settings, to provide enhanced features.

Third-party cookies

Some pages on our website may include content from external providers such as video platforms or social media services. These providers may place cookies on your device if you interact with that content.

We do not control the setting of these cookies, so we recommend checking the relevant third-party websites for more information about their cookies.

Managing cookies

Most web browsers allow you to control cookies through your browser settings. You can usually:

- Delete cookies
- Block cookies
- Set alerts when cookies are used

However, if you disable cookies, some features of the website may not function correctly.

To find out more about cookies, visit:

<https://www.aboutcookies.org>

Links to other websites

Our website may contain links to other websites. Once you leave our website, we do not have control over the other site and cannot be responsible for the

protection and privacy of any information you provide while visiting those sites. You should review the privacy policy of any website you visit.

Changes to this privacy notice

Any changes we make to this privacy notice will be posted on this page. Please check this page regularly to stay informed of any updates.

Contact

If you have any questions about this privacy notice or how your data is handled, please contact:

Sutton in Craven Community Primary School

9 Bridge Road

Sutton-in-Craven

Keighley

BD20 7ES

Telephone: 01535 633064