



From mountain to sea

Privacy Notice - Free School Meals & School Clothing Grants

The Data Controller of the information being collected is Aberdeenshire Council.

The Data Protection Officer can be contacted at Town House, 34 Low Street, Banff, AB45 1AY.

Email: dataprotection@aberdeenshire.gov.uk

Your information is being collected to use for the following purposes:

To determine if you are entitled to receive free school meals or assistance with school clothing. We have a legal duty under the Education (school lunches) (Scotland) Amendment Regulations 2013 as defined under Part 1 of the Welfare Reform Act 2012 to provide a free meal to all children in the first three years of Primary school and other children whose parents are in receipt of the qualifying benefits. We have a legal duty under Section 54 of the Education (Scotland) Act 1980 to provide help to parents of pupils whose clothing may be inadequate for the purposes of school education.

If you are in receipt of Housing Benefit and/or Council Tax Reduction the information you provide may be used to update your claim to ensure accurate entitlement and payment.

Your information is:

Being collected by Aberdeenshire Council x

The Legal Basis for collecting the information is:

Personal Data		Special categories of personal data
Legal Obligations	x	

Please tick all that apply

Where the Legal Basis for processing is either Performance of a Contract or Legal Obligation, please note the following consequences of failure to provide the information:

We will be unable to process your application.



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Your information will be shared with the following recipients or categories of recipient:

The Scottish Government and other Council Services.

Your information will be transferred to or stored in the following countries and the following safeguards are in place:

'Not applicable'

The retention period for the data is:

The current year plus 6 years.

The following automated decision-making, including profiling, will be undertaken:

'Not applicable'

Please note that you have the following rights:

- to withdraw consent at any time, where the Legal Basis specified above is Consent;
- to lodge a complaint with the Information Commissioner's Office (after raising the issue with the Data Protection Officer first);
- to request access to your personal data;
- to object, where the legal basis specified above is:
 - (i) Performance of a Public Task; or
 - (ii) Legitimate Interests.
- to data portability, where the legal basis specified above is:
 - (i) Consent; or
 - (ii) Performance of a Contract;
 - (iii) to request rectification or erasure of your personal data, as so far as the legislation permits.