St Mary's Catholic Primary School

FREEDOM OF INFORMATION STATEMENT

Signed: Esther Bonnington.

Learning and Loving

Caring and Sharing

through

The message of Christ

St Mary's Catholic Primary School is a happy community where we are loved and valued as individuals.

As Disciples of Jesus, we learn

together, pray together and

celebrate together as one in God's love.

Together with parents/carers, the parish and the wider community, we prepare our children to live and build God's kingdom on earth.

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St Mary's Catholic Primary School is committed to complying with the provisions of the Freedom of Information Act 2000. The Headteacher is responsible for ensuring that the school responds to any requests for information within the statutory timescales: normally within 20 working days excluding school holidays.

Published documents are available through the school web site. All requests for information should be notified to the Head teacher.

Requests for personal information will be dealt with under the relevant provisions of Education Law or the General Data Protection Regulation 2018, as appropriate. This statement should be read in conjunction with the School's Data Protection Policy.

Documents created and maintained in the course of the schools business will be kept in accordance with the recommendations contained in the Retention Guidelines for Schools issued by Information and Records Management Society.

Appeals against any decision made by the Headteacher in respect of an information release should be directed to the Chair of Governors.

Further Information is available from the Information Commissioner: https://ico.org.uk/for-the-public/schools/