Privacy notice: LessonBox

How personal information of pupils and staff is used

What is LessonBox?

Our academies aspire to deliver outstanding teaching in every class. Senior leaders constantly monitor and assess the quality of teaching in order to identify best practice and areas for improvement.

LessonBox a tool which allows temporary audio / video recordings of lessons for the sole purpose of ongoing training and development for teaching staff.

The advantages of a lesson monitoring tool means senior leaders can increase the number of lessons they observe and review the quality in partnership with the staff member who taught the lesson.

Categories of information

Cameras / microphones will be placed in a teaching area so that the teaching of a lesson may be temporarily recorded (i.e. video images and audio).

The lawful basis under which we use this information

The General Data Protection Regulation (UK GDPR) requires us to document the conditions that allow the processing of personal data. For the purpose of providing teaching training and development, the article is primarily: -

- GDPR Article 6(1)(e)
  Processing is necessary for the performance of a task carried out in the public interest

We have a duty to develop our teaching staff to ensure they are delivering high standards of teaching in order to provide the best possible education for our pupils.

How is information used?

Senior leaders have the opportunity to review the teaching quality of a lesson at which they were not personally present. It will also allow them to occasionally review the lesson with the recorded teacher present so that they may observe their own strengths or any weaknesses.

The recordings are temporarily stored on a non-network, self-contained hard drive accessible only by password protected lap top.

Only members of the senior leadership team have access. The footage cannot be accessed from outside of the equipment and never leaves the school premises.

Following the review and assessment the recording will then be permanently erased (and in any event are automatically deleted after 30 calendar days).

Occasionally, and with consent of the teacher to which it relates, examples of best practice teaching methods may be isolated and kept longer for training purposes but this too will eventually be erased.

Pupils

Whilst the purpose of the recording the lesson is to observe the class teacher, pupils may be indirectly captured.

We would like to reassure parents that any footage which includes a pupil will not be used for anything other than its intended purpose i.e. teacher lesson assessments as described in the section above. It will be held on a temporary basis and eventually both permanently and securely deleted.

However, any parent has the right to object to their child being recorded and you need only let the school office know should you wish to exercise the right at any time.
woodpecker@northstartrust.org.uk

Your rights are further explained both in our main privacy notices and in Sections 5 to 11 of our data protection policy. Both are available on the policy pages of the school website.
www.woodpeckerhallacademy.org.uk/Policies

Further information about rights is also available from the Information Commissioner' s website.
www.gov.uk/government/publications/data-protection-rights-for-data-subjects/data-protection-rights-for-data-subjects