



DOWNSVIEW PRIMARY SCHOOL

Protection of Biometric Information of Children Policy

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Approved by *Governing Board* on **25th January 2025**

Next Review Date: **January 2028**

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Signed on behalf of the Governing Board

Chair of Governors _____ Date _____

Protection of Biometric Information of Children Policy

1: BACKGROUND

This policy is informed by the non-statutory guidance: Protection of Biometric Information of Children in Schools and Colleges issued by the DfE in March 2018.

The duties imposed on schools was established by The Protection of Freedoms Act 2012 which came into effect from 1st September 2013.

2. INTRODUCTION

The legal duty

Schools and colleges using automated biometric recognition systems, or planning to install them, are required to make arrangements to notify parents and obtain the consent required under the duties set out in the body of this advice. There are no circumstances in which a school or college can lawfully process a pupil's biometric data without having notified each parent of a child and received the necessary consent.

3. DEFINITION OF BIOMETRIC INFORMATION

Biometric data means personal information about an individual's physical or behavioural characteristics that can be used to identify that person; this can include their fingerprints, facial shape, retina and iris patterns, and hand measurements.

The Information Commissioner considers all biometric information to be personal data as defined by the Data Protection legislation ; this means that it must be obtained, used and stored in accordance with that Data Protection Act 2018 and any subsequent legislation.

The Protection of Freedoms Act 2012 includes provisions which relate to the use of biometric data in schools and colleges when used as part of an automated biometric recognition system. These provisions are in addition to the requirements of the Data Protection Act 2018 and UK GDPR.

4. USE OF BIOMETRIC INFORMATION AT DOWNSVIEW PRIMARY & NURSERY SCHOOL

Downsview Primary and Nursery School does not currently obtain, use, or process biometric information (as defined above) relating to children at the school. This policy outlines our commitment to protecting the privacy and rights of children and sets forth the procedures we would follow should we decide to implement biometric systems in the future.

5. FUTURE IMPLEMENTATION STRATEGIES

Should Downsview Primary and Nursery School decide to implement biometric systems in the future, the following procedures will be established:

5.1 Consent

Biometric data will only be collected with the explicit consent of parents or guardians.

Parents will receive clear information about the purpose and use of biometric data before consent is sought.

5.2 Data Security

Any collected biometric data will be stored securely, with access limited to authorised personnel only. Data will be encrypted and protected against unauthorised access.

5.3 Data Retention

Biometric information will only be retained for as long as necessary for the purpose it was collected and in accordance with legal requirements.

REVIEW MECHANISMS

4.1 Policy Review

This policy will be reviewed annually or sooner if significant changes to legislation or school practises occur.

CONCLUSION

At Downsview Primary and Nursery School, we are committed to protecting the privacy of our children. While we do not currently collect biometric information, this policy serves as a framework for future considerations regarding the responsible and ethical handling of any biometric data.