



Orley Farm School

Privacy Notice (website)

Orley Farm School acknowledges the right to privacy of the users of this website and linked pages through our Parent Portal. Any information gathered or received via this site is for the day to day running of the School's affairs only.

Any statistics derived from the use of this site are for the understanding of general trends and no users shall be individually identifiable in the use of information in this manner.

Privacy Notice

We hold this information for the sole purpose of keeping you in touch with the admissions process and parents can contact the registrar at any point to withdraw from this process, in which case the school will delete any such records.

If you use our site to request admissions information then we will normally store your contact details on a database. This is to allow us to send you other related information in the future and we do not sell, trade or offer this information to others.

Data Protection

We automatically collect some data about our users' browser actions and patterns. This is aggregate data that does not identify any individual, but instead aids in improving our understanding of our users and their preferences. It also helps us develop our website and audit its use.

Cookies

This Website uses cookies, a small piece of information stored on your computer in the form of a file, to allow you to access restricted areas and to monitor usage by tracking which URLs are accessed and the sequence in which they are accessed.

We use Google Analytics to analyse use of the Website. The information collected will not include any information from which you will be identifiable. You can set up your browser to reject cookies, although some functionality of the website may be impaired. Find out more about [how to manage cookies](#).

Third Parties

We use a number of third parties to process personal data on behalf of Orley Farm School. These third parties have been carefully chosen and all of them comply with the legislation set out.

These data processors are:

- Google LLC [Privacy Policy](#)
- Amazon Web Services, Inc [Privacy Policy](#)
- iSams [Privacy Policy](#)
- My School Portal [Privacy Policy](#)
- Firefly [Privacy Policy](#) [Firefly Cloud Service](#)
- Accessit
- Storetec [Privacy Policy](#)
- Office 365
- Tapestry
- BOFA
- Cool Milk [Privacy Policy](#)
- GL Assessments [Privacy Policy](#)
- Harold Benjamin HR Portal
- Royal London Pension
- The School Photography Company
- Cognito Forms
- UK Bebras Challenge – Part of Oxford University [Privacy Policy](#)
- School Leavers Company [Privacy Policy](#)
- Voyagerski [Privacy Policy](#)
- Voyager Travel [Privacy Policy](#)
- Eurostar International Ltd [Privacy Policy](#)
- Hampton School for Year 5 Maths Competition [Privacy Policy](#)
- Routes into Languages
- Collins Connect [Privacy Policy](#)
- PhotoDay [Privacy Policy](#)
- Spearhead Productions [Privacy Policy](#)
- The Bett Show [Privacy Policy](#)
- Adobe Software Suite - [Privacy Notice](#)
- TES Jobs – [Privacy Policy](#)
- Southalls Associates – [Privacy Policy](#)
- Marsh Insurance [Privacy Notice](#)
- Kerboodle through Oxford University Press [Privacy Policy](#)
- Hessington Health [Privacy Policy](#)
- OnlineGDB [Privacy Policy](#)

Sending us an email

You may decide to send us personally identifying information, for example, in an electronic mail message containing a question or comment, or by filling out a Web form that provides us this information. We use personally identifying information from email primarily to respond to your requests. We may forward your email to other employees who are better able to answer your questions. We may also use your email to contact you in the future about our programmes that may be of interest.

We want to be very clear: We will not obtain personally identifying information about you when you visit our site, unless you choose to provide such information to us. Providing such information is strictly voluntary. Except as might be required by law, we do not share any information we receive with any outside parties.

Web Forms

Should you contact the school using the contact form on our site or via an email link, none of the data you supply will be stored by this website or passed to /be processed by any of the third party data processors. The data will be collated into an email and sent to us over the Simple Mail Transfer Protocol (SMTP). Our SMTP servers are protected by transport layer security (TLS) meaning that the email content is encrypted before being sent across the internet.

User name and passwords

You are solely responsible in all aspects for all use of and for protecting the confidentiality of any usernames and passwords that may be given to you or selected by you for use on our website.

Web site privacy policy

We have created this statement to demonstrate our firm commitment to your privacy. We do not collect personally identifying information about you when you visit our site, unless you chose to provide such information to us. Providing such information is strictly voluntary.

This policy is your guide to how we will handle information we learn about you from your visit to our Web site. By accessing the Orley Farm website you consent to us collecting the data described.

If we decide to change our privacy policy, all changes will be immediately posted to this site. Further information can be found using the following links:

Specific Privacy Notices can be found for the following groups:

[Privacy Notice for Pupils](#)

[Privacy Notice for Parents & Carers](#)

Privacy Notice for Staff

Privacy Notice for Volunteers, Governors & Others

Privacy Notice for Alumni

Additional information can be found using the following links:

Data Protection & Retention Policy:

<https://orleyfarm.fireflycloud.net/policies/parents-and-staff/data-protection-policy>

CCTV Policy:

<https://orleyfarm.fireflycloud.net/policies/administrative-policies-and-procedures/cctv-policy>