

## **Data Protection Clause for Employment Contracts**

### **Addendum to London Borough of Ealing Contracts**

#### **Data Protection**

We will process personal data and sensitive personal data (also known as 'special categories of personal data') and criminal records data relating to you in accordance with our Data protection policy and in accordance with data protection laws.

You will comply with your obligations under our data protection and other relevant policies including in relation to criminal records information, internet, email and communications, information security and bringing your own device.

The School monitors and records any use that you make of the School's electronic communication systems for the purposes of ensuring that the School's rules are being complied with and for legitimate business purposes. In order to protect the School network as well as complying with its safeguarding obligations you are required to comply with any electronic communications systems policies that the School may issue from time to time.

**Parmjeet Kaur Sehmi**

**Headteacher**

**January 2025**

**(Review date January 2026)**