



POLICY FOR THE PROTECTION OF CHILDREN'S BIOMETRIC INFORMATION

Approved by:	Headteacher	Date:01.09.2025
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Last reviewed on:	September 2025
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Next review due by:	September 2027
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Policy Statement:

Norbreck Primary Academy does not currently collect biometric data and has no immediate plans to do so. Should any such arrangement be deemed useful to the school, the legal advice and guidance, as set in the DFE Publication “Protection of biometric information of children in schools and colleges - Advice for proprietors, governing bodies, headteachers, principals and school and college staff”, and any successive updates, shall be followed in its entirety. See:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/692116/Protection_of_Biometric_Information.pdf

What is biometric data?

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 Act 1998; this means that it must be obtained, used and stored in accordance with that Act (see relevant paragraphs below).

The Protection of Freedoms Act 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 1998. (See relevant section below)

The Legal Duty on schools and colleges in the Protection of Freedoms Act 2012 came into effect from 1 September 2013. Schools and colleges using automated biometric recognition systems, or planning to install them, should 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.

Protecting Data

Norbreck Primary Academy’s approach to data protection is set out in the **Data Protection Policy**. We will ensure that personal information is dealt with properly and securely and in accordance with the relevant legislation. This applies to personal information, including biometric data, regardless of the way it is used, recorded and stored, and applies to personal information held in both paper and electronic files.