



We are offering schools a new Kids Meal Pack service, whereby we will sell boxes of essential food items to be purchased by schools, on behalf of isolating children.

To be able to deliver the boxes to the families at home, we require the school to provide us with the parents addresses and contact details.

We are aware that this could raise some GDPR questions, so we have compiled the following FAQ's. If your question is not answered here, please do not hesitate to contact us on schoolbox@morrisonspc.co.uk.

1. What data do Morrisons need for the service?

In order to deliver a meal pack, Morrisons needs to have a name and address. Our delivery partner requires a mobile telephone number and an email address for tracking purposes. We ask schools not to provide children's data to us, and therefore we simply ask for the delivery address, telephone number, email address and the name of an adult at the address.

2. Is there any special category personal data?

No. We recognise that these meal packs may be sent to children who are self isolating, who have tested positive for Covid-19 and/or who are eligible for free school meals. However, the service is not limited to those categories and we do not need or ask for that information.

3. What is the lawful basis on which schools provide the personal data to Morrisons?

It is, of course, for schools to determine their own lawful basis to share adults' information with Morrisons. However, we think you might want to consider consent or legitimate interests as the basis for sharing this limited information with us to benefit the child.

4. Who is the data controller?

Both the school and Morrisons are independent data controllers.

5. What is the lawful basis on which Morrisons receives the personal data?

The personal data is necessary to fulfil the contract, but given that payment is not made by the individual, we cannot rely on the lawful basis of contractual purposes. Morrisons processes the personal data on the basis of legitimate interests. In doing so, Morrisons has considered the impact on individuals and balanced this against any impact on them. Given that we ask for minimal information, we ask schools to confirm that they have told the adults

that the service is being requested, and that this data is required to provide the requested meal packs, we are confident that this is appropriate.

6. What is the purpose Morrisons uses the personal data?

Morrisons uses the adults' personal data to deliver the meal pack and for no other purpose. For the avoidance of doubt, we will not retain the personal data beyond delivery, nor will we add this data to our customer database. We will not use this data for marketing.

7. How is the personal data secured in transit?

Personal data is provided to us either by use of a secure file transfer, or directly into our systems by use of an account or form created for this purpose. Each of these options ensures that the data is securely provided to us.

8. How is the personal data secured at Morrisons?

At Morrisons, the data is held on a secure file with very limited access. Access is restricted to a small number of Morrisons colleagues who support our Kids Meal Pack service. Our systems are hosted in the UK.

9. Who is the personal data shared with?

Our Kids Meal Packs are delivered by our delivery partner, who will be securely provided with the information you supply in order to complete the service. We have contracts with our delivery partners which include GDPR compliant data processing clauses.

10. How long is the personal data retained?

The personal data provided by schools is held until delivery is made and then for no longer than a week to allow us to deal with any complaints or concerns. After this time, we will delete the personal data and only retain the contact details for the school.

11. How is it deleted?

Our process has been set up to automatically and securely delete the personal data at the end of the retention period. An automated notification will ensure we know if this has been completed, and can manually address the deletion if necessary.

12. Where is Morrisons' privacy notice?

Morrisons customer privacy notice is available on our website:

<https://my.morrisons.com/privacy-policy/>

13. Do we need a data sharing agreement?

As both parties are acting as data controller in this arrangement, there is no legal requirement for a data sharing agreement. We are happy to commit to the answers provided in this FAQ document.