Privacy notice for parents

Version of 12 November 2026 · Translation for information. The German version is binding.

Who is responsible?

The controller is your school; the address and contact details are given in the school's legal notice. You can reach the school's data protection officer through the school.

For this purpose, the school uses SchuleVernetzt, a school platform provided by SavePaperwork (Augsburg). SavePaperwork processes the data only on behalf of and on the instructions of the school (Art. 28 GDPR).

What data, and for what purpose?

- **Your parent account:** name, email address, password (only as a hash), language and the link to your children — so that you can sign in and receive messages from the school.
- **Sick notes:** the period of your child's absence, who reported it and, if required, the doctor's note you upload. The school can also switch the upload off and ask for the doctor's note on paper instead; it then only records that the note has been received. In North Rhine-Westphalia, Brandenburg and Berlin the upload is off by default. The school asks for a reason for illness only if it has switched this on; providing a reason is voluntary.
- **Circulars:** whether and when you have read, confirmed or replied to a circular, and your reply.
- **Messages** between you and teachers or the school leadership.
- **Conference days and office hours:** booked appointments.
- **Timetable and substitution plan** of your child's class.

For teaching purposes, the school also keeps data about your child that you do not see in the parent portal: name and class, attendance, class register entries, grades and report cards. SchuleVernetzt does not store your child's date of birth, address or photo; children do not have their own account.

On what legal basis?

The school processes the data to fulfil its educational mandate under Art. 6(1)(e) and (3) GDPR in conjunction with the data protection provisions of the school law of its federal state. It processes health information in sick notes under Art. 9(2)(g) GDPR in conjunction with these provisions.

The parent account is a service offered by the school. Whether you use it is up to you; you can also give sick notes and other communications to the school in the usual way.

Who receives the data?

Within the school, only the persons who need the data for their tasks: teachers for their classes and subjects, the class teacher, the school office and the school leadership. Only the school leadership, the school office and the class teacher see a reason for illness. The school authority (Schulträger) sees only aggregated figures, no names.

Outside the school, SavePaperwork processes the data as a processor, together with the hosting provider in Frankfurt am Main and a storage provider that receives files only in encrypted form (list). If you switch on push notifications, your browser's push service delivers them in encrypted form. The data are not passed on for advertising or any other purposes.

For how long?

The school deletes the data in accordance with the retention periods of its federal state, for example sick notes and the class register after one to several years from the end of the school year (retention periods per federal state). Your parent account is deleted when your child leaves the school or when you request it. When you open the pages, the hosting provider stores your device's IP address in access logs for up to 90 days, to investigate faults and fend off misuse.

Your rights

You have the right of access, rectification, erasure and restriction of processing, and the right to object to the processing on grounds relating to your particular situation (Art. 15 to 18 and 21 GDPR). To exercise these rights, please contact the school. You can also lodge a complaint with the data protection supervisory authority; for public schools, this is the data protection commissioner of the federal state.

No automated decision-making or profiling takes place.