

Headteacher: Miss Fey Wood BEd (Hons)

23 May 2018

Dear Parents/Carers

General Data Protection Regulations

I am sure you will be aware of the forthcoming General Data Protection Regulations which come into force on 25 May this year and replace the Data Protection Act. Whilst schools have always had to take great care with the data they handle in respect of pupils, staff, visitors, governors etc the new regulations introduce additional responsibilities, which we, at Oliver's Battery Primary School, are working hard to fulfil.

One aspect of the new legislation is that we are required to seek your consent to continue providing certain services, even if you have given this to us previously. (No doubt you will have received emails from a number of companies asking if you still wish them to communicate with you by email; this is a similar request from us.) We would therefore be grateful if you could complete the attached form and return it to the school before May half term. Unfortunately, we cannot assume consent if you do not reply. **We really do need a response from everyone.** The office is already a very busy place and it would be extremely helpful if we didn't have to keep chasing parents to return this form.

We are also taking this opportunity to update our records regarding consent for the use of your child's image in printed matter, on the school website, in video footage and in the media.

In the coming months we will be reviewing a number of our processes and systems. One system that will help with this is a new app released by SIMS (the School Information Management System that schools in Hampshire use) called Sims Parent App Lite. This will enable you to keep the school up to date with any changes in your contact details and alleviate the need to issue paper copies of data collection sheets to each family on an annual basis. More information about this will be available soon.

Finally, we would draw your attention to our new privacy notice (which will be on the website) and the school's data protection policy which can be found on our website.

Thank you for your understanding and co-operation in this important matter.

Yours faithfully



Fey Wood
Headteacher

Data Protection Consent Form

	Yes	No
I agree to the school communicating with me by email for the purposes of letters, newsletters, CSA information and other information relevant to my child.		
I agree to the school communicating with me by email with information about third party after school clubs, community and holiday activities.		
I agree to the use of my child's image in printed publications that the school produces for promotional purposes or on project display boards, as detailed in the Privacy Notice.		
I agree to the use of my child's image on the school website, as detailed in the Privacy Notice.		
I agree to the use of my child's image on video recordings, as detailed in the Privacy Notice.		
I agree to the use of my child's image in the media, as detailed in the Privacy Notice.		

I understand that consent may be withdrawn at any time and to do so I should contact the school office on admin@oliversb.com

Name of child/children: _____ Class _____

_____ Class _____

_____ Class _____

Name of parent: _____

Signature : _____ Date _____