



Thrussington C of E Primary School

Hoby Road Thrussington Leicester LE7 4TH
Tel/Fax: 01664 424421 email: office@thrussington.leics.sch.uk
Headteacher: Mrs Liz Moore B. Ed.,LLB.,NPQH N.L.E



National Teaching School
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May, 2018.

Dear Parents/Carers

The School is progressing towards compliance with the new General Data Protection Regulations (GDPR), due to be implemented on 25th May 2018.

As is the case with many schools, I have been awaiting guidance to be issued by the Independent Commissioners Office (ICO) and EU's Article 29 Working Party. For pragmatic reasons, I will be progressing with the school's plan pending guidance on the GDPR programme and will continue to review guidance as it becomes available, making adjustments as appropriate.

Complete GDPR compliance can only be achieved through a collaborative and transparent approach and, in order to be compliant, I have appointed an independent Data Protection Officer (D.P.O.)

In recent weeks, I have been working on the following:

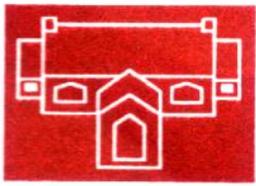
- Identification of a Data Controller;
- Data mapping and Data Asset Register;
- Embedding data privacy into all our processes;
- Information security risk;
- Third party risk and our data partners;
- Reviewing our procedure in handling Data Subject Access Requests (SARs);
- Reviewing Data Privacy Breach procedures;
- Ongoing monitoring of systems and procedures.

The school's GDPR Commitment is as follows:

- To keep you informed as to how your data is being used;
- To keep your data secure and confidential;
- Not to pass on your data to any third party without your consent;
- Only to use your data for the intended and legitimate purpose.

Consent is changing to ensure it is more explicit and transparent so that, at the point of data collection, the individual will need to be informed exactly how their data will be used and who it will be shared with. It is a requirement of GDPR that your consent is obtained to use the email address and mobile number that you register with the school continue to communicate with you using the text and email service.





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This information will be used to contact you with information about, but not restricted to, school based activities. For example, letting you know that an after-school club is cancelled, To inform you about school closures or activities within the school community (such as the PTFA) and other activities which may be of benefit to you or your child(ren).

Attached to this letter is the school's updated Privacy Notice - this will also be available on the school's website. I should be grateful if you would read this document and sign the attached form to confirm you understand its purpose and return it to school as soon as possible.

Yours sincerely,

Mrs. E. Moore.
Headteacher.





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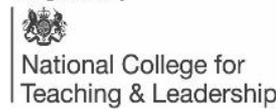
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Email and Texting Service Consent

This consent is for the full duration that your child(ren) attends Thrussington CE Primary School but please remember, under the GDPR you can withdraw your consent at any time by writing to the school office.

Child's Name..... Class

I agree / do not agree to my email and mobile number being used for the purpose stated above.

Signed..... Date.....

New Privacy Notice Declaration

I, declare that I understand:

- Thrussington CE Primary School (referred to as 'the school') has a legal and legitimate interest to collect and process personal data in order to meet statutory requirements;
- how the school uses my data;
- that the school may share its collected data with Leicestershire County Council (LCC) and ultimately the Department for Education (DfE);
- the school will not share my personal data with any other third parties without my consent, unless the law requires the school to do so; the school will always ask for explicit consent where this is required, and I must provide this consent if I agree to the data being processed;
- my data is retained in line with the school's GDPR Data Protection Policy;
- my rights to the processing of my personal data;
- where I can find out more information about the processing of my personal data.

Signed.....

Date.....

