



4th June 2018

Dear Parent/Carers and Student

RE: The General Data Protection Act and its implications for Schools and Colleges.

In order to comply with the latest legislations regarding data protection the College has reviewed the way it processes data for both students and staff. A revised privacy policy is available on the College website under latest news.

The new data protection laws states that there needs to be a specific lawful basis to enable personal data to be processed. The vast majority of the data we process regarding students is to either comply with existing legislation or to enable the College to fulfil its role as a publicly funded education provider.

There are, however, two aspects of college life which involve processing data with either the students' or the parent/carers specific consent. These are the Parent Pay system, which parents/carers opt into, and how the College uses students' images, such as photographs. Consent for the use of student images is currently obtained by the annual data checking sheet.

In order to use students images in the future please could you complete and return the slip enclosed to their tutor? Please be aware that under the new data protection regulations, students who are over 13 years of age will need to give their consent for the College to use their images. I would advise that both parent/carers and students discuss the attached form before completing and returning it.

If you have any questions or would like to request a copy of the privacy notice please contact me at the College.

Yours sincerely

Mr D Dudley
Assistant Head Teacher



Name:

Tutor Group:

	Consent given	Consent refused
I consent to my image being used for publications, on the school website or in videos.		
I consent to my image being used on the College social media platforms.		
I consent to my image being used in local media and newspapers.		
I consent to my full name being published (the usual practice is to use forename only).		
I consent to only my first name being published.		

Signatures

Student signature:

Parent/carer signature:

Please return the completed form to your tutor by Friday 15th June 2018.