

Hall Green Primary School,  
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Monday 17<sup>th</sup> September

Dear Parents/Carers,

You may be aware that recently the rules around data protection were changed. The 'General Data Protection Regulation' (GDPR) has changed how we can obtain, use and share yours and your child's personal information. The point of GDPR legislation is to ensure that sensitive and/or private information about yourself and your child/ren is kept safely. Whilst it is very similar to the old Data Protection Act in many ways, there are a few differences, so we need to make a few changes at school to ensure we follow with the new rules and regulations.

One of these changes requires that we update our Privacy Notice, a copy is attached to this letter for you to read and keep. I am aware that our Privacy Notice is very wordy and some bits may seem 'alien' but it is now law that we share this with you. To make it clearer we have also sent out a consent table seeking your consent to hold and share certain information and why we do this. Please read this carefully and if you have any queries about any section please do not hesitate to speak to class teachers at home time.

It is important that you understand that unless we are required to do so by law, we cannot collect or use information without you giving us permission to do that. The consent table lists information we need your direct written permission for. If you do not complete and send it back, we cannot collect or use any of the information.

**This form needs to be completed and signed and returned to your child's class teacher by Friday 21<sup>st</sup> September.**

Yours Sincerely,  
Miss K Heng