



GREENWOOD ACADEMIES TRUST

10 October 2018

To: Parents/guardians of pupils at the Nottingham Girls' Academy

Dear parent/guardian

Re: Consent for Data Processing

As you may be aware, the new General Data Protection Regulation (GDPR) 2018 came into force on 25 May this year. As well as updating many of our procedures and documents across the Trust, we now have to obtain consent from children aged 13 and above in order to share their personal data in a limited set of circumstances.

The majority of the personal data you provide to the Trust is an essential part of delivering education to your child, and we do not require your consent in these circumstances. However in some situations consent is required and, in these instances, the Academy will provide specific and explicit information with regards to the reasons the data is being collected and how the data will be used.

Under GDPR guidelines, children aged 13 or over are able to provide their own consent for the processing of personal data (including subject access requests, photographs for school publications, etc). The Trust has sought legal advice and has chosen to adopt a policy to apply the threshold for consent to pupils in Year 9 and above.

The GDPR requires us to consider the mental capacity of pupils to give this consent and if we feel it may be inappropriate for your child to give this consent, and that further consideration is needed, we will discuss this with you.

The key areas to which this consent applies are for photographs/videos and trips. Therefore to comply with the new guidelines we have revised our Photograph and Film consent form, and also the forms for participation in educational visits and off-site activities, to incorporate a pupil's signature for the consent to share their personal data in these circumstances.

PTO.....

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To be clear, the pupil consent for Year 9 and above is just for sharing any personal data required, for example medical details and dietary requirements for those attending trips. You as a parent will still need to give consent to your child taking part in the activity.

The Photograph and Film consent form will be sent out to parents of all Year 7 and 8 pupils and to all pupils in Years 9 and above, and is included with this letter - if your child started in Year 7 in September and you have already completed this form, you do not need to complete another one. Once consent is given, this will last for the time your child attends the Academy; it is you or your child's (if they are Year 9 or above) responsibility to notify the Academy if you/they change your/their mind about withdrawing or granting consent at any time in the future.

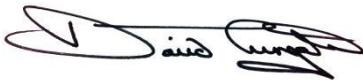
For trips and external activities a general updated form will normally be sent to you at the start of each academic year. In addition, for each specific activity a further form will be circulated at that time the trip is organised. For pupils in Year 9 and above these forms now include space for pupil consent relating to data sharing.

For full information on the collection and use of personal data please refer to the Trust Privacy Policy for Pupils, available on the Data Protection page of our Trust website at:

www.greenwoodacademies.org/dataprotection

If you have any queries on this, please contact the Academy Office.

Yours faithfully

A handwritten signature in black ink, appearing to read 'D Tungate', written over a horizontal line.

Mr D Tungate
Principal

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