

20<sup>th</sup> June 2018

Dear Parents/Guardians,

**GDPR (General Data Protection Regulations) – Privacy Notice**

As you may be aware, a new regulation regarding Data Protection came into force on the 25<sup>th</sup> May 2018.

The 'General Data Protection Regulation' (GDPR) will change how we can use your data and how we keep it safe. GDPR is also designed to strengthen the rights you have regarding your data.

We are making a few changes to the way in which we seek consent for, gather, manage and retain data. While we are confident that these changes will have small-impact on the way you communicate with us on a day-to-day basis, we do need to ask you to complete a couple of tasks in order to ensure that Newton Westpark Primary School is compliant with the new GDPR regulations.

Firstly, please do take time to read our new Privacy Notice. This will be placed on our school website for your convenience.

We currently hold the data you provided on the Data Collection Form sent out to you at the beginning of this academic year. We transfer this data to an electronic database and then securely destroy the hard copy.

We will be re-seeking this information on a new Data Collection Form in September. This form will enable you to make changes to any prior consent given. You can withdraw or make changes to your current consents at any time.

If you have any questions about how the GDPR affects you, you can contact me in the first instance, or our interim Data Protection Officer (DPO) Mrs Borrowes.

Yours sincerely,

Miss V Birchall  
Headteacher