

# HARTSFIELD JMI SCHOOL

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22<sup>nd</sup> May 2018

Dear Parent/Guardian,

On the 25th May 2018, the General Data Protection Regulations (GDPR) come into force in the UK. These are new data protection regulations build upon the Data Protection Act of 1998.

The GDPR require public authorities and businesses to identify the lawful basis for storing personal data, audit information we already hold and take a 'data protection by design and default' approach to personal data.

We take data protection very seriously at Hartsfield School. In line with GDPR requirements, we have already appointed a Data Protection Officer, Mrs Bowen, to oversee our approach to data management and protection.

In order to ensure that we comply with the new regulations, we are reviewing our current policies and practices. We have already updated our privacy notices in line with the new requirements. These will be available on the school website shortly under the Data Protection section within the 'Statutory information' tab.

<http://www.hartsfield.herts.sch.uk/page/?title=Data+Protection&pid=117>

As part of this compliance process, we are also seeking to update the consent forms/home school agreements we have received from parents and pupils. The new regulations are clear that consent must be up-to-date and clearly recorded. From now on, lack of response cannot be interpreted as implied consent. We therefore ask that you return these to us promptly.

Enclosed with this letter you will find the following forms to return to school before Friday 25<sup>th</sup> May 2018:

- Photographic consent
- Online Acceptable Use Agreement

To learn more about the General Data Protection Regulation, please visit the Information Commissioner's Office website on <http://ico.org.uk>

Yours sincerely,

Mrs Philippa Smith

Headteacher

