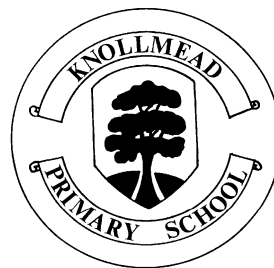


Knollmead Primary School

Knollmead, Tolworth, Surbiton,
Surrey. KT5 9QP
Headteacher: Mr D Tan



Telephone: 020 8337 3778
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22nd May 2018

Dear Parent / Carer

Re: Changes to Data Protection Law

You will be aware that from the 25th May 2018, the rules around data protection are changing. The 'General Data Protection Regulation' (GDPR) will change how we can use your personal data and keep it safe, and will also strengthen your rights over your own data.

The point of this is to make sure sensitive or private information about yourselves and your children stays safe. Whilst it is similar to the current Data Protection Act in many ways, there are a few differences, so we need to make a few changes at the school in order to ensure we remain compliant. Therefore we have updated all our policies which relate to data protection including our privacy notices for you and your child/ren. All of these policies and notices can be found on the school website.

As part of our work to comply with the GDPR, we are also re – seeking consent for the taking and using of photographs of your child on our website, internal displays or other school materials. We have enclosed this form, which is located at the end of the policy document, and ask that you fill this out and return it to the school office by **Friday 25th May**.

We apologise for the short deadline regarding the re – seeking of photographic consent but we could not do this until we have had details of the new Act which has only been recently agreed by Parliament.

If you have any questions about how the GDPR affects you, or how our school is preparing, you can contact me, Mrs Suzanne Dwyer, Director of Quality Assurance and Data Protection Officer for the Coombe Academy Trust at the school.

Yours faithfully,

Mrs Suzanne Dwyer

