



Data Protection

Dear Parent or Carer,

You may be aware that from 25 May 2018, the rules around data protection changed. The 'General Data Protection Regulation' (GDPR) changed how we can use your personal data and keep it safe. It also strengthened 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. Our privacy notice can be found both in this pack and on our website.

As part of our work to comply with the GDPR, we are also seeking consent for:

- Using photographs of your child on our website, internal displays and in "Virginia Water" magazine. We would appreciate it if you could complete the attached form and return it via email (office@trumps-green.surrey.sch.uk) or through our website.
- Sharing your child's data where it is legally required or necessary.

Should have any questions regarding the data we hold, please contact our Data Protection Officer, Data Protection Education on info@dataprotectioneducation.co.uk or 0800 086 2018.

Yours faithfully,

Miss Morris

Headteacher

Trumps Green Infant School is committed to safeguarding, child protection and promoting the welfare of children and young people. We expect all members of the school community including staff, parents, carers, volunteers and governors to demonstrably share this commitment.



Data Sharing - Consent Form

To: (Name of Parent/Guardian) _____

Child's Name: _____

We do not share information about students with any third party without consent unless the law and our policies allow us to do so.

I agree that my son/daughter's data may be transferred (as appropriate) by Trumps Green Infant School.

Please read the following consent form. Once you have ticked the box above, please return the form to the School Office.

Where it is legally required, or necessary (and it complies with GDPR) we may share personal information about students with:

- Our local authority – to meet our legal obligations to share certain information with it, such as safeguarding concerns and exclusions
- The Department for Education
- The student's family and representatives
- Educators and examining bodies
- Our regulator e.g. Ofsted
- Suppliers and service providers – to enable them to provide the service we have contracted them for e.g. for school lunches are ordered in line with specific medical conditions
- Central and local government
- Our auditors
- Health authorities
- Security organisations
- Health and social welfare organisations
- Professional advisers and consultants
- Charities and voluntary organisations
- Police forces, courts, tribunals
- Professional bodies

National Pupil Database (NPD)

We are required to provide information about students to the Department for Education as part of statutory data collections such as the school census.

Some of this information is then stored in the National Pupil Database (NPD), which is owned and managed by the Department and provides evidence on school performance to inform research.

The database is held electronically so it can easily be turned into statistics. The information is securely collected from a range of sources including schools, local authorities and exam boards.

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The Department for Education may share information from the NPD with other organisations which promote children's education or wellbeing in England. Such organisations must agree to strict terms and conditions about how they will use the data.

For more information, see the Department's webpage on how it collects and shares research data. You can also contact the Department for Education with any further questions about the NPD.

Transferring data internationally

Where we transfer personal data to a country or territory outside the United Kingdom, for example where a family moves abroad, we will do so in accordance with the law.

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