



St. Giles' Church of England Primary School (VA)

Head Teacher: Mr. Keith Smithard MA Ed.

Dear Parent/Guardian,

On the 25th May 2018, the General Data Protection Regulations (GDPR) comes 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 St Giles' C of E Primary School. In line with GDPR requirements, we have already appointed a Data Protection Officer, Miss Linda Bailey, 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 can be found here: <http://stgiles.herts.sch.uk/statutory-information/>

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 when sent home.

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

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Keith Smithard', written over a faint horizontal line.

Mr Keith Smithard
Headteacher