**Are your medical and emergency details up to date?**

8th October 2018

Dear Parents / Carers

**GDPR**

1. **Permission to take home**

You should have hopefully all received and returned completed Data Collection Sheets to school.

As part of this data collection we have asked for you to supply contact details for yourselves and other people we can contact if you are unavailable.

By providing us with these contact details, we presume that you are giving your permission for your child to be collected by them, should the situation arise. **If this is not the case for any of the contacts you have provided, please let the school know a.s.a.p.**

1. **Privacy Notice updates**

Our updated Privacy Notice can be found on our website [www.rigbyhallschool.com](http://www.rigbyhallschool.com). Should you wish to have a hard copy of this, please contact the school office.

Summary of Changes

* We are no longer required by the DfE to collect the following data; Nationality, Country of Birth and Proficiency in English. We have therefore deleted this information from our records.
* The School photographer now requires pupil names to enable photographs to be purchased online. This has been added to Table 4.
* The Solar Assessment Package will be used within school shortly and has therefore been added to several sections within Table 4.

Yours sincerely

Tracey Smith

Headteacher