

GDPR CONSENT FORMS

3rd May 2018

**TO: PARENT(S)/GUARDIAN(S) OF GIRLS IN
PRE-PREPARATORY (Peas only),
MELROSE (LOWER PREP –FORM II)
SENIOR SCHOOL – CURRENT REMOVE (Year 7)**

Please find attached our new GDPR consent policy which we require completing and returning to us by **Friday 25th May 2018**, for us to include in your daughter's data for the commencement of the next academic year. You can email a completed copy to registrar@ladiescollege.ac.gg or you can send a hard copy in the post and address it to Miss R. McClean, Registrar, The Ladies' College, Les Gravees, St Peter Port, Guernsey. GY1 1RW.

(Note: Current Form III and Current N2 (Beans) have already received a copy of this information with letters sent out this week)

For Parent(s)/Guardians of Girls in current Lower Four to Lower Sixth

For your information and to discuss consent with your daughter, we attach a copy of the GDPR consent form which we will process in September 2018 for all girls who will be in Upper Four (Year 9) up to and including Upper Sixth. We will review these forms with your daughter alongside the Acceptable Use (IT) agreement which she signs at the beginning of each academic year.

In September, for all parents of girls at The Ladies' College we will ask you to update your personal (attributable) data to ensure that the records which we hold are accurate, yet please do update us with any changes as they arise.

Our new GDPR policy will be published after it has been agreed with Governors, with the caveat that we have a current ICT policy currently published on our website which contains Data Protection information.

Should you have any questions, please do not hesitate to contact us.

Kind regards,

A handwritten signature in black ink that reads 'Ashley Clancy'.

Ashley Clancy
Principal