

Dear Parent/Carer

PRIVACY NOTICE UNDER THE DATA PROTECTION ACT

Under The Data Protection Act 1998, when an organisation collects personal information about an individual, it must let them know. Please find attached a copy of the Privacy Notice which explains how we use your information. A copy of this notice can also be found on our website www.ashhillacademy.org.uk

The notice covers the processing of information which is carried out by schools, local authorities, Department for Education (DfE), and to agencies that are prescribed by law, such as the Qualifications and Curriculum Authority (QCA), OfSTED, the Education Funding Agency (EFA), the Department of Health, Primary Care Trust. The notice also covers organisations that require access to data in the Learner Registration System, Advice Transition and Quality Team at the Doncaster LA and Examination Boards.

STUDENTS' PHOTOGRAPHS AND IMAGES

From time to time, we may wish to take photographs or images of your child for use, for example, in college publications, on websites, or public display and in promotional articles. If you **DO NOT** agree to such photographs/images of your child being used, please contact Mrs T Bromilow either by telephone, in writing or e-mail bromilowt@ashhillacademy.org.uk within seven days of the admission of your child to our academy.

Yours faithfully

D.WILLIAMS
Principal