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25<sup>th</sup> May 2018

Dear Parent/Carer,

The General Data Protection Regulations (GDPR) come into force in the UK today (25<sup>th</sup> May). 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 Arlesdene Nursery & Pre-School. In line with GDPR requirements, we have already appointed a Data Protection Officer, Rosemary Bloomfield who is also our Chair of Governors, 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 – please see attached our privacy notice for parents/carers.

As part of this compliance process, we will be seeking to update the consent forms and 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, so it is important that these are returned to the office promptly.

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

Yours sincerely,



**Catherine Croft**  
**Headteacher**