

**The Island Project School**

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*Serving the needs of children with autism and related communication disorders in Warwickshire & the West Midlands*

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21<sup>st</sup> June 2018

Dear Parent

**General Data Protection Regulations (“GDPR”)**

You may have noticed recently that you have received a flurry of emails and letters from people such as retailers, service providers, in relation to the recent changes in Data Protection Regulations.

As a School, we are also required to comply with these regulations. We have a number of obligations which we have to comply with, including the appointment of a Data Protection Officer (“DPO”), actively demonstrating compliance, carrying out a data protection audit and putting in place new policies. The relevant new policies are available on the School Website.

As part of this process, we are required to issue Privacy Notices to parents in relation to how we use their data and that of their child. .

I therefore enclose :

- Privacy Notice for parents/carers in relation to the use of information held about you
- Privacy Notice for parents/carers in relation to the use of information held about your child

If you have any questions about the Privacy Notices, or how we process data generally, please do not hesitate to contact me

Kind regards

Yours sincerely

**Sarah Gallagher**

School Principal & Data Protection Officer

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