

26<sup>TH</sup> April 2021



Dear Parent/Carer

**Privacy Statement**

I am writing to let you know that the updated Privacy Statement for parents and pupils can be found on our website at [https://dysartschool.org/about\\_us/privacy-statement/](https://dysartschool.org/about_us/privacy-statement/).

We are now asking all families to complete the 'consent to use pupil image 2020-21' form, which is attached to this letter, and return the form to school no later than Tuesday 4<sup>th</sup> May.

Once the consent form is returned to school we will record the details on your child's record in our student database. This information will last for the duration of your child's time at Dysart or until guidance changes in which case you will be informed of the changes and where appropriate a new form will be issued.

However, to ensure our records remain up to date, annually we will remind you of your image consent choices. No action will be needed at that time unless you would like to make any changes. If at any time you would like to change your consent, please contact the school office so that we can issue you with a new form.

If you have any questions at all, please do not hesitate to contact the school office in the first instance.

Yours sincerely



**Leigh Edser**  
**Principal**

### Consent to use Pupil Image 2020/21

Name of pupil	
Parent/Carer Name	
Signature	
Date of completing form	

We will use your child’s image as part of normal school operations when it is needed to teach them and keep them safe for example on assessment or allergy records.

We will not use your child’s image in the circumstances listed below if you are not happy for us to do so. Please select Yes or No to each of the following questions and sign and return the form to the school office.

**If at any time you would like to modify or withdraw your consent please contact the school office 020-8412-2600 and we will send you a new form to complete.**

Do you consent to Dysart School using your child's image (still and/or video) on the following:-		
Image sent only to the school community (e.g. in a school newsletter)	YES	NO
Image published on the school website	YES	NO
Image published on the school prospectus	YES	NO
Image used in social media e.g. on Twitter	YES	NO
Image used in a video of a school event (e.g. sports day or school play).	YES	NO
Image published in a local newspaper	YES	NO
Image used in a case study (e.g. to be used in a specialist publication)	YES	NO
Official school image of the whole school, or class, or individual pupil to be purchased by parent/carers	YES	NO

Dysart School is part of Orchard Hill College Academy Trust (the Trust). The Trust operates the school and is ultimately responsible for how the school handles personal information. For more information please email [data.protection@ohcat.org](mailto:data.protection@ohcat.org).

The Privacy Notice is published on the school's website <https://dysartschool.org/about-us/privacy-statement/> or you can obtain a copy by contacting the school office. The Privacy Notice includes all the rights you and your child have in respect of your information, what decisions you can make about it, how long the school retains it and our legal bases for using it.