



Waterbeach Community Primary School

Headteacher: Jane Green
Deputy Headteacher: Lynsey Ogilvie

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Dear Parents/Carers

We are always reviewing procedures within school, and partly due to GDPR legislation wish to create accurate records in relation to parental permission for the delivery of documents containing personal details e.g. school reports, individual letters and data collection sheets.

Due to this we would be grateful if you could complete the form below indicating whether you consent to such information being delivered via your child, rather than via the postal system with the associated costs that would be incurred by the school.

Please return by 30th September 2019 to the school office.

We understand that you may have previously given us this information, but it will be beneficial to undergo a whole school data collection so that all records are up to date from this point onwards. Thank you for your assistance.

Regards,

J GREEN
Head Teacher

Name of Child:

Year Group: Class:

I/we give consent for my/our child to deliver documents from the school containing personal details;

Name: Signature:

Date:

Name: Signature:

Date: