

# St Matthew Academy

St Joseph's Vale, Blackheath, London SE3 0XX

Executive Head: Mr Serge Cefai

Head of School: Ms Miranda Baldwin



23 April 2018

Dear Parent/Carer

**RE: General Data Protection Regulations.**

As you may be aware, from the 25th May 2018, new regulations will be introduced which affect how St Matthew Academy handle people's data. This is called the General Data Protection Regulation.

Compliance with the regulations will be an ongoing process and the Academy have appointed a data protection officer to advise and manage compliance in line with the regulations. Full details of our data protection officer can be obtained on request should you have any questions.

We will be publicising policies, procedures and notices that are compliant with the new regulations in the coming months and will keep you informed of any developments. For the time being, your child's data will be handled in the same manner in accordance with legal principles.

Attached is a multi-purpose parental consent form to be completed and returned to us; this will help us a long way in ensuring we are compliant with this new regulation.

All completed forms needs to be returned to your child's tutor on or before 1 May 2018.

In the meantime, we thank you for your patience whilst we take the necessary steps set by the new legislation and guidance with handling individual's data.

Yours faithfully

**Ms M Baldwin**  
**Head of School**