

Littledean Church of England Primary School

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Loving one another, building each other up

18th September 2024

Dear Parents,

Please find enclosed the annual Privacy Notice – How we use pupil information, and the Data Collection Sheet, which is the personal information we, as a school, hold for you and your child.

Please check this information carefully, amending, deleting and adding as necessary and return to school in a sealed envelope so that we can keep your personal data secure.

Email addresses and mobile numbers for contacts with parental responsibility and those who are marked as priority one contacts will be used by the school to contact you through our email and text messaging services currently provided by ESchools.

As you are aware we send the majority of our letters and newsletters electronically.

All letters are also available in the following places:

- All letters and newsletters are posted on the school website, on the home page and on the letters page.
- We will email a copy to parents where we have email addresses. This will come from our website provider 'E-Schools' (please check spam and junk files as it may be sent there).
- If you are not sure ask the school office staff.

If you would like to continue to receive paper copies of letters please advise the school office. Thank you.

We would be grateful if all replies could be returned to school by Monday 23rd September 2024.

Many thanks

Hayley McGoldrick

Head Teacher

Head Teacher: Mrs Hayley McGoldrick