



Consent form for using personal data

To be attached to application forms for either WEC trips to Ufton Court or WEC Family Day Trips

You may be aware that there are new data protection rules coming in from May 2018. To ensure we are meeting the new requirements, Whitley Excellence Cluster (WEC) will need to use and store some information about your family/your child – for this trip only. This information will be:

- your name, address
- your child's school
- an emergency telephone contact number and
- details of any medical or dietary needs.

This is essential information which will enable us to look after your child safely whilst on a trip to Ufton Court or WEC Family Day Trips and to make sure your needs are met on any WEC Family Day trip you attend.

Once the trip has been taken all information will be destroyed.

We would like your consent in order to do this, and use the information in the ways described above. If you're not happy for us to do this, please tick the box below.

Please tick **all** of the relevant box(es) below and return this form to school.

I am happy for the school to hold the following details while we or my child/ren are on the trip:

- your name, address
- your child's school
- an emergency telephone contact number and
- details of any medical or dietary needs.

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

I am **NOT** happy for WEC to use my or my child's data for any of the above purposes

If you change your mind at any time, you can let us know by emailing wec@geoffrey.field-jun.reading.sch.uk, calling the WEC Manager's (Sarah King) mobile number 0771 664 3783, or just popping in to the school office.

If you have any other questions, please get in touch.

Parent or Carer's signature: _____

Date:

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