



Windsor Academy Trust

(The Kingswinford School)

Consent form – Use of Images and Biometric Data

Dear Parent/Carer,

Under new data protection laws, from 25 May 2018 organisations that use your personal data need to provide clear information on:

- The legal grounds for processing your data.
- The types of data collected.
- The purpose for collecting your data and who it will be shared with.
- Your rights in relation to the information held about you.

The academy is part of Windsor Academy Trust (WAT). WAT operates the academy and is ultimately responsible for how the academy handles your personal information. WAT has therefore produced data protection privacy notices detailing how we comply with the new law and your rights in relation to it which can be found on our website.

<http://www.kingswinford.windsoracademytrust.org.uk/useful-information/index.cshhtml?f=Policies>

We sometimes take images (e.g. photographs and video recordings) of our pupils/students. We really value the use of images to be able to showcase what our pupils/students do and to show what life at our academies is like to others. We use these for example in our prospectus, on our websites and on our display boards. Full names are not published alongside images unless express consent is obtained from you for that specific instance. We may continue to use these images after your child has left the academy.

We are asking you to consent to the taking of images of your child for us to be able to use them in the ways described. If you do not agree to this, then we will accommodate your preferences.

Please could you consider the information provided in the privacy notices and the documents entitled "Taking and storing and using images of pupils/ students" which can be obtained from the WAT website using the following link [Images](#) or by contacting our Data Protection Lead, Mr Lane, on 01384 296596 and agree or otherwise by completing the attached consent form.

We are also asking you to consent to the use of biometric data.

Please tick the relevant box(es) and return the attached to Mrs L Wise.

Yours sincerely

T Macdonald
Headteacher

Child's name:

Class/Tutor Group

Images

Please tick boxes below

I agree to WAT/Academy taking images of my child	
I agree to images of my child being used in internal displays	
I agree to images of my child being used on the WAT/academy websites	
I agree to images of my child being used in the WAT/academy prospectus	
I agree to images of my child being used on Twitter	
I agree to images of my child being used for staff training and development purposes	
I do not agree to the use of images of my child	

Cashless Catering System - Biometric fingerprint recognition

We use a cashless catering system in order to purchase food and drink. A unique mathematical image is created from the fingerprint and the fingerprint is then discarded. It is not possible to recreate the fingerprint from this image. Existing guidance and further information is available on the Academy's website [http://www.kingswinford.windsoracademytrust.org.uk/useful-information/index.cshtml?f=Cashless%20Catering%20\(iPay\)](http://www.kingswinford.windsoracademytrust.org.uk/useful-information/index.cshtml?f=Cashless%20Catering%20(iPay))

If you are unable to access the internet, contact the school and we can provide a paper copy.

Please tick relevant box below.

I agree for my child to use this system	
I do not agree for my child to use this system	

Parent/carer signature: _____ **Name:** _____