



General Data Protection Regulation (GDPR) Student Enrolment Form

Data Protection Statement:

This statement relates to our privacy practices in Limerick Educate Together Secondary School. Limerick Educate Together Secondary school respects your right to privacy, and any personal data which you provide to us will be treated with the highest standards of security and confidentiality, strictly in accordance with the Data Protection Acts, 1998 and 2003.

Personal Data on this Form:

Limerick Educate Together Secondary School is a Data Controller under the Data Protection Acts, 1988 and 2003. The personal data on this Enrolment Form is required for the purposes of:

- Student enrolment
- Student registration
- Allocation of teachers and resources to the school
- Determining a student's eligibility for additional learning supports and transportation
- Examinations
- School administration
- Child Welfare (including medical welfare)
- Fulfill other legal obligations

School Contacting You:

Please confirm if you are happy for us to contact you by SMS/Text message and to call you on the telephone numbers provided and to send you emails for the purposes of:

- Extra-curricular
- Parent-Teacher Meetings
- News updates
- To notify you of school closure (i.e. where there are adverse weather conditions)
- To notify you of your child's non-attendance or late attendance or any other issues
- To communicate with you in relation to your child's social, emotional and educational progress and to contact you in the case of an emergency

Tick the box if “yes” you agree with these uses:

	Yes	No
Use your e-mail address to alert you to these issues:	<input type="checkbox"/>	<input type="checkbox"/>
Use your mobile phone number to send you SMS texts to alert you to these issues:	<input type="checkbox"/>	<input type="checkbox"/>
Use your mobile phone/landline number to call you to alert you to these issues:	<input type="checkbox"/>	<input type="checkbox"/>

Please note: Limerick Educate Together Secondary School reserves the right to contact you in case of an emergency relating to your child, **regardless of whether you have given your account.**

While the information provided will generally be treated as private to Limerick Educate Together Secondary School and will be collected and used in compliance with the Data Protection Acts 1998 and 2003, from time to time it may be necessary for us to transfer your personal data on a private basis to other bodies (including the Department of Social Protection, An Garda Síochána, the Health Service Executive (HSE), Túsla, Child and Family Agency (CFA) Social Workers or Medical Practitioners, the National Council for Special Education (NCSE), any Special Education Needs Organiser (SENO), the National Educational Psychological Service (NEPS), or (where a student is transferring) to another school.

We rely on parents/carers and students to provide us with accurate and complete information and to update us in relation to any change in the information provided. Should you wish to update or access your child’s personal data, you should write to the Principal requesting an Access Request Form.

Photographs of Students:

The school maintains a database of photographs of school events held over years. It has become customary to take photos of students engaged in activities and events in the interest of creating a pictorial as well as a historical record of life in the school.

Photographs may be published on our school website, social media, school app or in brochures, yearbooks, newsletters, local and national newspapers and similar school-related productions. In the case of online platforms, students’ names will not appear on the website caption of the picture. If you or your child wish to have his/her photograph removed from online platforms, brochure, yearbook, newsletters etc. at any time, you should contact the Principal.

Consent:

Yes

No

1. If you are happy to have your child's photograph taken as part of school activities and included in all such records
2. If you would prefer not to have your child's photograph taken and included in such records
3. If you are happy for your child's photograph to be taken and included, as 1. Above but would prefer not to have images of your child appear on school online platforms, school brochures, yearbooks, newsletters etc.

Signed: _____
Parent/Carer/Student (where over 18)

Date: _____