



EXWICK HEIGHTS PRIMARY SCHOOL
Exwick Lane, Exeter, EX4 2FB

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Wragg TRUST



General Data Protection Regulation (GDPR) Statement

GDPR is a regulation that came into force on 25th May 2018. The regulation has the purpose to protect personal information.

As a small charity, Exwick Heights PTFA must comply with GDPR. We have produced a Data Retention, Protection and Data Privacy Policy which is available on request from pta@exwickheights.devon.such.uk

The policy details the personal information that we may from time-to-time request from you, how we will collect that information, how we use the information, who has access to the information, how long we will retain the information and how we dispose of the information.

Under the regulation we are not permitted to target communications to specific individuals using personal information without your consent.

We are permitted to send home in book bags / via parent mail general PTFA information and invitations for events as we are not using personal information to do this.

For some events we may request that you provide personal information to us. As an example, we may request parent emergency contact details for a film night. In these instances, we will clearly state why we need the information, who will have access to this information and how we will dispose of the information after the event.

Personal records we hold are stored securely online using a secured SharePoint document system and paper records are stored securely in a locked cabinet at Exwick Heights Primary School. An annual audit will be carried out to ensure that we are fully compliant with GDPR.

PTFA Facebook and other social groups: anyone joining the open group will do so on the understanding that they may receive targeted communications such as requests for support at events.

PTFA trustees and PTFA non trustee members and volunteers: Individuals who attend committee meetings and volunteers who support events are required to confirm that they understand the rules of GDPR and will handle any personal data correctly.

Updated December 2023.

Making a Difference Together