

Consent Form – Staff Personal Data

The General Data Protection Regulation came into force from the 25th May 2018 - updated to UK GDPR 1st January 2021. The act places additional obligations on organisations which affects how they handle personal data. We take cyber security and data protection very seriously and we have put steps in place within our organisation to ensure we maintain secure and compliant systems.

During your time with us we will gather information about you which we will use for various purposes. A Privacy Notice for Staff is available on the Woodland Academy Trust website- www.woodlandacademytrust.co.uk

You will see from that Privacy Notice that in relation to most of what we do with information relating to you we do not require your consent. In relation to some uses of your information however we do need your consent and that is the purpose of this form.

We ask that you please carefully consider this consent form, complete it and return it to us. We will not be able to do any of the following without you having returned this form confirming that you consent to us doing so. Therefore, if you want us to be able to use this information for these purposes then you must indicate this to us.

You are not required to consent to the use of information in the table below, and if you do not consent then this will not impact on your position with us.

Promoting the Woodland Academy Trust

We want to be able to promote the Trust to attract new pupils, staff and to show the quality of the Trust. This may also involve the reporting of events involving the Trust such as visits from dignitaries. As part of this we want to be able to use photographs and videos of our workforce in promotional material and media reports.

We follow guidance as set by data protection legislation (mainly the General Data Protection Regulation) as well as guidance set by the Information Commissioner's Office on taking photos and videos in schools and obtaining consent.

I agree to consent to images and videos of myself being used on the school and Trust's:	Agree	Disagree
Websites and social media platforms		
Marketing material such as banners, flyers, leaflets and brochures.		
Advertising in newspapers and other 3 rd party media.		
Newsletters.		
Displays in and around the school building.		
I give my permission for photographs being taken of myself by the school photographer. Please note the group photos will be made available for families to purchase.		
I give my permission for my image or video to be used in pupil Learning Journeys/Records of Achievements.		

As stated above, your decision in relation to any of the above will not affect your employment with the Trust, and you are free to refuse your consent in relation to any of these proposed uses.

You may change your mind in relation to any of the above at any time. This includes withdrawing your consent to anything that you have agreed to.

To withdraw your consent to any of the above please write to/email the school office or for Trust staff please email the Data Protection Officer (DPO) at dpo@watschools.org.uk

I consent to my images and video recordings being used by the school and Trust in the media formats as set out above-

Name: (Please print in block capitals)	
School/Trust:	
Signature:	
Date:	

Please note this consent form links to the Privacy Notice for Staff which can be viewed on the Woodland Academy Trust website: www.woodlandacademytrust.co.uk