



Woodland Academy Trust

Chief Executive Officer: Mr D Morrow



Revealing the champion within
“growing in our thinking, learning and feeling together”

May 2019

CONSENT FORM – WORKFORCE PERSONAL DATA

During your time with us we will gather information about you which we will use for various purposes. A Privacy Notice has been provided to you in relation to the use of this information. That Privacy Notice is also available on the Woodland Academy Trust website.

Please note this consent form links to the Workforce Privacy Notice.

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, 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.

	Yes	No
I am happy for the information selected below to be used for the purpose of promoting the Trust and reporting on events involving the Woodland Academy Trust:		
• Photographs of me		
• Videos of me		
I am happy for the information selected above to be used:		
• On internal screens which may also be viewed by visitors to the school site [and/or on internal notice boards]		
• On the Trust website		
• In the Trust prospectus		
• In local news media – newspapers, internet and television		
• In national news media – newspapers, internet and television		

#WATCAIRS

The way we do things here

Care

Aspiration

Inspiration

Respect

Stewardship

Company Number 07694050

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Celebrating staff achievements/events

	Yes	No
I am happy for the information selected below to be used for the purpose of celebrating within publications such as the WATCAIRS weekly catch up and staff newsletters :		
• Photographs of me		
• Videos of me		
• Length of service		
• CPD achievements		
• Significant events/achievement such as births/weddings/sponsored events		
I am happy for the information selected above to be used:		
• On internal screens which may also be viewed by visitors to the school site [and/or on internal notice boards]		
• On the Trust website		
• In the Trust prospectus		
• In local news media – newspapers, internet and television		
• In national news media – newspapers, internet and television		

As we have 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, or otherwise amend your position, please write/email the Head Teacher, the Data Protection Lead for the school via the school office.

If you have any questions, concerns or would like more information about anything mentioned in this privacy notice, please contact our Data Protection Officer:

• Judicium Consulting Limited Address: 72 Cannon Street, London, EC4N 6AE Email: dataservices@judicium.com Web: www.judiciumeducation.co.uk Telephone: 0203 326 9174 Lead Contact: Craig Stilwell. This consent will otherwise continue until your position with the Woodland Academy Trust comes to an end.

Signed:	Name:	Date:
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