

# Westdale Junior School

## Newsletter

Autumn Term

Wednesday 30th  
September 2009

### Harvest

Just to remind you that our Harvest assembly will take place in the school hall on **Wednesday 7th October** at 10.00am



Parents and friends are very welcome to join us for the assembly but as the hall is usually very crowded for our harvest services, we do need a fairly accurate idea of how many chairs to set out. If you hope to be there, please return the first slip below.

**We are asking for food donations** that will then be distributed to the older members of our community.

We would like you to nominate anyone you feel would be a grateful recipient of a gift by filling in and returning the slip below.

It will be a help if as many as possible of the non-perishable items, such as tins and packets, are brought to school on Monday, with fruit, vegetables, loaves, etc coming in on Tuesday, so that the display can be arranged on Tuesday afternoon.



### INSET Reminder

A reminder that

**Friday 2nd October**

is an INSET day for the staff and that children should not come to school on that day. We hope that you have an enjoyable weekend and look forward to seeing everyone back at school on Monday.

### Privacy Notice

On the reverse of this newsletter you will find the annual privacy notice that we are required to send to you during the Autumn Term.

Pupil's name..... Class teacher.....

I/we would like to come to the Harvest Thanksgiving Service and will need ..... chairs.

I/ we would be available to help display / package the gifts on Tuesday afternoon / Wednesday morning

Our family would like to nominate - Name .....

Address

(signed) .....



# Westdale Junior School

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Dyslexia Friendly Schools  
Quality Mark

[www.westdalejuniors.co.uk](http://www.westdalejuniors.co.uk)

## PRIMARY SCHOOL PRIVACY NOTICE (to be distributed to all parents or carers)

### Privacy Notice - Data Protection Act 1998

We, Westdale Junior School, are the Data Controller for the purposes of the Data Protection Act. We collect information from you, and may receive information about you from your previous school. We hold this personal data and use it to:

- support your teaching and learning; monitor and report on your progress;
- provide appropriate pastoral care, and assess how well your school is doing.

This information includes your contact details, national curriculum assessment results, attendance information, characteristics such as ethnic group, special educational needs and any relevant medical information.

We will not give information about you to anyone outside the school without your consent unless the law and our rules permit it.

We are required by law to pass some of your information to the Local Authority (LA), and the Department for Children, Schools and Families (DCSF).

If you want to see a copy of the information we hold and share about you then please contact Mrs Cathy Stones.

If you require more information about how the LA and/or DCSF store and use this data please go to the following websites:

<http://www.nottinghamshire.gov.uk/home/learningandwork/schools/safety/childdatasecurityshareddataorganisations.htm> and  
<http://www.teachernet.gov.uk/doc/13856/DCSF%20what%20we%20do%20with%20Children's%20data%20v4%20final.doc>

If you are unable to access these websites, please contact the LA or the DCSF as follows:

Data & Information Governance

Data Management

**Children & Young People's Services**

**Nottinghamshire County Council**

County Hall

West Bridgford

Nottingham

NG2 7QP

email: [data.management@nottsc.gov.uk](mailto:data.management@nottsc.gov.uk)

Public Communications Unit  
**Department for Children, Schools  
and Families**

Sanctuary Buildings

Great Smith Street

London

SW1P 3BT

website: [www.dcsf.gov.uk](http://www.dcsf.gov.uk)

email: [info@dcsf.gsi.gov.uk](mailto:info@dcsf.gsi.gov.uk)

tel: 0870 000 2288.