

Executive Headteacher
Jo Petch

Headteacher
Pamela Murphy
Kennet Road, W9 3LG
020 7641 5825
office@qe2cp.westminster.sch.uk

Headteacher
Claire Shepherd
Garway Road, W2 4PH
020 7221 3454
admin@qe2cp.westminster.sch.uk

CONSENT FORM – WORKFORCE PERSONAL DATA 2020-21

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 School's website

<http://www.qe2cp.westminster.sch.uk/page/?title=GDPR+%26amp%3B+Privacy+Notices&pid=1364>

You will see from the 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 Federation

We want to be able to promote the Federation to attract new pupils, and to show the quality of the Federation of Westminster Special Schools. This may also involve the reporting of events involving the Federation of Westminster Special Schools. As part of this we want to be able to use photographs and videos of our workforce in promotional material and media reports.

Please note that videos/photos used as learning resources or evidence of learning are exempt from consent

I am happy for the information selected below to be used for the purpose of promoting Federation of Westminster Special Schools and reporting on events involving the Federation of Westminster Special Schools:				
• Photographs of me	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
• Videos of me	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
• On the Federation of Westminster Special Schools' website	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
• In the Federation of Westminster Special Schools' prospectus	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
• In local news media – newspapers, internet and television	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

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As we have stated above, your decision in relation to any of the above will not affect your employment with the Federation, 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 on this, please write to us at:

Mark Middleton
Data Protection Officer for the Federation of Westminster Special Schools
College Park School
Garway Road
London
W2 4PH

or via email m.middleton@qe2cp.westminster.sch.uk.

This consent will otherwise continue until your position with the Federation of Westminster Special Schools comes to an end.

Signed:

Name:

Date: