30th April 2020

Dear Parent / Guardian

I am delighted that you have chosen Hurworth School for your child’s education.

Please find attached documentation that requires completion and returning to school as soon as possible. By completing the attached forms, you authorise Hurworth School to use your personal data on our school MIS system for the purposes of admitting your child onto the school role.

In accordance with General Data Protection Regulations (GDPR), we are required to inform you how we use/share your data.

We may share this data with other organisations such as the local authority for the purposes of transport or the NHS school nursing team for health.

Ordinarily, the induction process that began back in September when you came to Hurworth for our open night would now gather pace and we would be working closely with all of the primary schools to help prepare your child for this transition.

Please rest assured that once we have further information regarding when schools are re-opening and the plan for primary to secondary transition, I will be in touch with you again.

We will where possible continue to send further updates via email, using the email address you supplied when you made your application to the Local Authority – if your email address has changed, please contact the school office or email enquiries@hurworthschool.org.uk

Once again, thank you for choosing Hurworth and do not hesitate to contact me at school or via email to mpd@hurworth.swiftacademies.org.uk if you have any questions or wish to discuss your child’s future education. In addition you can also find information on the school website: [www.hurworthschool.org.uk/transition](http://www.hurworthschool.org.uk/transition).

I look forward to meeting you and your child again very soon.

Yours sincerely



Mrs Melanie Pitchford

Raising Achievement Coordinator / Head of Year 7

Assistant SENCo