



PTFA NEWSLETTER

June 2018

Year 6 Leavers

The PTFA are really thrilled that the Year 6's are proudly wearing their hoodies - they look amazing!

Well done to them for raising a contribution towards the cost of the hoodies with their cake sale.

It's a great tradition; so we will be doing it again next year!

The PTFA would like to wish the leavers good luck in their new schools and all the best for the future!

Fundraising

We would like to say a big thank you to the Jeffery family, whom have organised a donation from Lloyds Bank of £500 towards the play equipment for the school. The fundraising for the play equipment has been a great success and it's lovely seeing the children enjoy using it! Thank you to everyone who has contributed both time and money over the last three years in making it happen!

Cromhall Parish Council donated £500 towards new benches for the field, we now have three new benches ready to serve the community! Thank you to all involved in organising and building the donation!

Rags 2 Riches

Our next collection is the **5th July at 9:00am** - please support our collection by donating any unwanted shoes, clothing, soft toys, bedding covers and accessories. We are paid for the weight, so the more the merrier!

Tea @ the Lakes

Thank you to Tortworth Estate for allowing us to use the Boathouse at Tortworth Lake on Sunday, **7th October** for our fundraising. We have had some great days in the past and everybody enjoys a brisk walk around the lake, a drink and bacon roll. Look out for details closer to the time.

Fun Run & Fete

Saturday, 23rd June 12:00

The annual St Andrew's Summer Fete & Fun Run will take place this Saturday. Registration for the Fun Run is at 12:00 and the run starts at 12:30. The run or walk is 5kms and everyone who completes it will receive a medal! The PTFA will have a beer tent, strawberries & cream, pre-loved toy and book stall and little games stall. The stalls are open from 12:30—15:30. We will need help throughout the day selling items and help clearing up. Please let us know how you are able to get involved and help out on the day! We look forward to seeing you there.

Thank you

As this year draws to a close I would like to extend a big thank you to all the PTFA members who have worked so hard throughout this last year, to the newbies that have joined and to all the parents who support our fundraising drives.

Cromhall Flower Show

Saturday, 1st September 14:00

The PTFA have agreed to run the Cromhall Flower Show Teas and Cakes Stall again this year. Please could you help support us by donating cakes (home-made or shop bought). Please bring them with you when you join the fun on Saturday 1st or contact the PTFA if you need a pick up.

Please could you let us know if you are happy to donate a cake and/or if you are free for half an hour to help us on the stall during the Flower Show. Please complete the reply slip below. Thank you for your support!

Flower Show Reply Slip

I, _____ can donate a cake for the Flower Show

I would be available to help at the following times:

14:00 - 14:30

15:30 - 16:00

14:30 - 15:00

16:00 - 16:30

15:00 - 15:30

16:30 - 17:00



Cattle Country Friday, 20th July 18:00 - 20:00

St Andrew's PTFA takes pleasure in treating the children of St Andrews school to an exclusive evening at Cattle Country; where we can make use of the indoor play area, outdoor play area up to the castle and also the paddling pool (so bring swimming costumes and towels!).

This is an invitation for St Andrew's pupils only for an end of year party, regrettably older siblings who do not attend the school are requested not to join, younger pre-school siblings are welcome under parental supervision. (Please let us know if you are genuinely stuck with childcare as we can always use a pair of extra hands on the equipment) Please let us know before Friday 13th July if you would like to attend. The PTFA will provide snacks/drinks for £1 (Please see the reply slip below) **Everyone to meet at the Cattle Country Shop entrance at 18:00**

Please write the name of your child/children who would like to come to Cattle Country on

Friday 20th July from 18:00 - 20:00

(1) _____

(2) _____

(3) _____

I enclose £_____ to cover crisps, sweets and unlimited squash/water. (£1.00 per child)

As we have exclusive use of the facilities, we need to provide some adult supervision for the various activities. Please complete the rota below with your name and the 30 minute time slots you are happy to be 'on duty'. We will compile a rota for the evening!

Time:	18.00	18.30	19.00	19.30
Slides in Top Play Barn				
Slides in Top Play Barn				
Trampolines				
The Castle on the hill & other Outdoor Play Equipment				
Splash Pool				

The Parent, Teacher and Friends Association of St Andrew's School Privacy Notice

This privacy notice tells you how The Parent, Teacher and Friends Association of St Andrew's School will collect and process your personal data if you are a committee member, a parent with a child attending an event or a supplier of services or product to the PTFA

About Us

The Parent, Teacher and Friends Association of St Andrew's School is a charity and consists of volunteer committee members. We raise money for St Andrew's School by organising events. We are normally the principle organisers of the event but in some instances, we are either part organisers or participants.

Who to contact regarding your personal data

We take your privacy seriously. Our Data Protection Manager looks after data protection and would be happy to answer any of your questions about this privacy notice and how The Parent, Teacher and Friends Association of St Andrew's School uses your data. They can be contacted directly at lmbrice@btconnect.com.

The personal data we collect and process

There are three main ways we process the personal data you provide. We endeavor to keep this information accurate and up to date, and not keep it longer than is necessary.

To Register you as a committee member

In order to organise events effectively and ensure good communication we need to collect and process the following personal data.

Personal data type	How the data is collected
First name, Last name	As part of volunteering
Address	As part of volunteering
Phone number (normally a mobile)	As part of volunteering
Email address	As part of volunteering

This personal data will be used as follows:

To inform you of meetings that are due to take place. To post the minutes of those meetings.

To inform The Charity Commission of new members or changes in members details.

To inform you of events – this will include multiple e-mails detailing participants, Rota's, timetables and any other organisational e-mails

To share committee members information to 3rd parties WITH your consent

There will be occasions where we will need to ask for your consent to share your personal data with a 3rd party:

If a parent requires any information relating to your position in the PTFA for example event information, specific health and safety information that only you might know. These are just examples; other circumstances may arise that might need to be discussed at the time of request.

To the Charity Commission as above

To suppliers

The Parent, Teacher and Friends Association of St Andrew's School will not pass on your personal data to any third parties without your consent unless the law requires us to do so.

To collect Parent and Child information relating to a specific event

When organising an event it may be required for us to collect a register of people attending. This register will be used to:

To keep information in regards payment for the event.

To have contact details (emergency contact details) for the event in case of emergency.

To have information in regards any health issues that might need to be considered for the event.

The personal data that we can process for this service is name (parent and child), address, email and mobile phone number. A emergency contact telephone number and name for the event and health concerns for the event

It is important to note that consent can be withdrawn at any time by:

Contacting the Data Controller on lmbrice@btconnect.com or phoning 0784 116 0416

Personally informing one of the committee members – this information will be promptly relayed to the Data Manager

Disclosure of personal data to our service providers

We may pass on your personal data to service providers contracted to The Parent, Teacher and Friends Association of St Andrew's School in the course of dealing with you. They act as a data processor on our behalf and are obliged under contract to keep your details securely, and only use them to fulfil the services they provide on our behalf. When they no longer need your data to fulfil this service, they dispose of the details in line with The Parent, Teacher and Friends Association of St Andrew's School procedures.

How long do we process your data for?

The Parent, Teacher and Friends Association of St Andrew's School is required to retain information in accordance with the law, such as information needed for income tax and audit purposes. In order to comply with our professional liability insurance, we keep and securely store past committee members details for [seven years]. This includes full name, address, email address and telephone number, but excludes bank account details. We will only process your personal data whilst you are a committee member. After [one month] of inactivity we will archive the data.

Your rights as a data subject

At any point while we are in possession of or processing your personal data, you the data subject, have the following rights:

Right of access – you have the right to request a copy of the information that we hold about you.

You can do that by e-mailing lmbrice@btconnect.com. If we do hold information about you we will:

give you a description of it;

tell you why we are holding it

tell you who it could be disclosed to; and

let you have a copy of the information in an intelligible form.

Please note that you will need to provide proof of identity – passport, driving licence or birth certificate.

Right of rectification – you have a right to correct data that we hold about you that is inaccurate or incomplete.

Right to be forgotten – in certain circumstances you can ask for the data we hold about you to be erased from our records.

Right to restriction of processing – where certain conditions apply to have a right to restrict the processing.

Right of portability – you have the right to have the data we hold about you transferred to another organisation.

Right to object – you have the right to object to certain types of processing such as direct marketing.

Right to object to automated processing, including profiling – you also have the right to be subject to the legal effects of automated processing or profiling.

Right to judicial review: in the event that The Parent, Teacher and Friends Association of St Andrew's School refuses your request under rights of access, we will provide you with a reason as to why. You have the right to complain as outlined below.

Complaints: We take the processing of your personal data very seriously and are here to help with any concerns you may have. Please do contact the Data Protection Manager at lmbrice@btconnect.com If you are still not happy with how your personal data is being processed by The Parent, Teacher and Friends Association of St Andrew's School or how your complaint has been handled, you also have the right to lodge a complaint directly with the Information Commissioners Office at <https://ico.org.uk/concerns/> or by calling 0303 123 1113.