

Borrisokane Community College

Borrisokane, Co. Tipperary
Tel 067-27268

Email: info@borrisokanecce.ie

Web: www.borrisokanecce.ie

Dear Parent/Guardian,



Coláiste Pobail Buiríos Uí Chéin

Buiríos Uí Chéin, Co. Thiobraid Árann
Fax 067-27144

Principal: Matthew Carr

Deputy-Principal: Paula Molloy

On foot of the introduction of the new General Data Protection Regulations (GDPR), Borrisokane Community College was required to review the legal basis upon which it processes student data as part of the Tipperary Education & Training Board Data Policy. The full text of this policy is available at www.tipperaryetb.ie.

One of the bases upon which Borrisokane Community College processes student data is pursuant to section 22(2)(b) of the Education Act 1998, which requires Principals and teachers to “regularly evaluate students and periodically report the results of the evaluation to the students and their parents.” However, of particular significance in the context of data protection is section 9(g) of that Act which requires that a school use its resources to “ensure that parents of a student, or in the case of a student who has reached the age of 18 years, the student, have access in the prescribed manner to records kept by that school relating to the progress of that student in his or her education.” Essentially, this means that the school’s legal basis for communicating student data with parents ends when the student attains the age of majority (eighteen years).

Owing to the above, I am writing to inform you that if your son/daughter reaches the age of eighteen years whilst still a registered student in this school, then we are legally obliged to share their personal data with him/her only. We understand and appreciate that this may cause a level of apprehension and some difficulties in the use of, and signing in to, EPortal, but, as I’m sure you understand, the school is obliged to comply with legislation.

However, if there is any concern regarding the vital interests of your son/daughter, e.g. health or behavioural concerns which are viewed to negatively affect their well-being, or if the information is in the public interest, then, under the legislation, school authorities have a legal basis for communicating such information to parents/guardians of adult students.

There is also an option for adult students to request Borrisokane Community College to communicate with their **adult** nominated person(s) regarding personal data held about them by the school. This would allow the school to continue to communicate with parents where they are nominated, and also allow parents to continue to log in to EPortal for student progress and to manage payments etc. In this regard, we have prepared a sample form for adult students to make such a request and this form is enclosed herewith. We would ask that if your son/daughter chooses to complete this form, that s/he brings it to the school administration office and if s/he chooses to nominate you then we will continue to update you with all of his/her educational progress within the school and you will continue to have access to EPortal.

Yours sincerely,

Matthew Carr

Principal.

We seek to promote a caring and committed school community which will facilitate the education of our students and, where each individual is valued as a unique human being. “Is ar scáth a chéile a mhairimid”



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Bord Oideachais agus
Oiliúnaíochta Thiobraid Árann
Tipperary Education and
Training Board



If you selected SMS/text message/phonecall, please provide the Nominee(s)'s(') Contact Number(s):

| (a) | (b) |
|-------------|------------|
| <hr/> <hr/> | |

I _____ acknowledge and declare that I have made this request to share my personal data of **my own free will and volition** and was **not coerced** to do so, **nor was I under duress** at the time of signing this nomination form, and that I have **chosen to make this request voluntarily and knowingly** and can withdraw this request in writing at any time.

Signed: _____
Date: _____
(Student / data subject)

I _____ acknowledge this request and hereby consent to the nomination such that I will receive from the school personal data regarding the data subject. I give this consent voluntarily and knowingly.

Signed: _____
Date: _____
(Nominee 1)

I _____ acknowledge this request and hereby consent to the nomination such that I will receive from the school personal data regarding the data subject. I give this consent voluntarily and knowingly.

Signed: _____
Date: _____
(Nominee 2)

Over 18 Student Request Form

I, _____ student at Borrisokane Community College, aged 18 years or older, hereby request and give consent to Borrisokane Community College providing the **adult** person(s) nominated below with my personal data, on the same or similar basis as such was communicated prior to my reaching 18 years of age.

For the purpose of this request, please inform your nominee(s) of your decision to nominate them and obtain from them the information required below. Please also have your nominee(s) sign this request.

Name of Nominee(s):

| | |
|------------|------------|
| (a) | (b) |
| | |
| | |

The methods by which I wish my nominee(s) to be contacted are:

- Ordinary post
- Email
- SMS text message/telephone call

If you selected ordinary post, please provide the address(es) of Nominee(s):

| | |
|------------|------------|
| (a) | (b) |
| | |
| | |

If you selected email, please provide the email address(es) of Nominee(s):

| | |
|------------|------------|
| (a) | (b) |
| | |
| | |