



Príomhoide/Principal: Mr. Derek Ward
Leas Príomhoide/Deputy Principal: Ms. Jenna Clune
Leas Príomhoide/Deputy Principal: Ms. Frances Gibson

t: 01 4566216
e: info@stmacdaras.ie
Visit: www.stmacdaras.ie

Lána Wellington, Teach Mealóg, Baile Átha Cliath 6W.
Wellington Lane, Templeogue, Dublin 6W, Eircode D6WEW83

Dear Parent(s)/Guardian(s),

On foot of the introduction of the new General Data Protection Regulations (GDPR), St. Mac Dara's Community College was required to review the legal basis upon which it processes student data as part of the Dublin and Dun Laoghaire ETB Data Policy. The full text of this policy is available at <http://www.etbi.ie/etbi-gdpr/>.



One of the bases upon which St. Mac Dara's 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 into VS Ware, 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 St. Mac Dara's 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 into VS Ware 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 bring 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/he educational progress within the school and you will continue to have access to VS Ware.

Yours sincerely,

D. Ward,
Principal.

26-2-2024



Stát - Comhoideachas - Ilchreidmheach | Barr feabhais - Cúram - Comhionannas - Pobal - Meas
State - Co-educational - Multi-denominational | Excellence - Care - Equality - Community - Respect



Bord Oideachais agus Oikana - Dublin and Dun Laoghaire
Átha Cliath agus Dhun Laoghaire - Education and Training Board



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Over 18 Student Request Form

I, _____ student at St. Mac Dara's Community College, aged 18 years or older, hereby request and give consent to St. Mac Dara's 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(s) of Nominee(s):

(a) _____

(b) _____





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If you selected SMS/text message/phone call, please provide the contact numbers of the Nominee(s)

(a) _____

(b) _____

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: _____
(Student/Data Subject)

Date: _____

I _____ acknowledge this request and hereto 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: _____
(Nominee A)

Date: _____

I _____ acknowledge this request and hereto 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: _____
(Nominee B)

Date: _____

