

## **Consent form in terms of the Protection of Personal Information Act 4 of 2013 (POPI)**

- By agreeing to the terms herein, you, (PARENT / GUARDIAN), hereby voluntarily authorise Welgemoed Primary School to process your personal information as well as that of the learner (WELGEMOED PRIMARY SCHOOL STUDENT), (including the names, physical address, telephone numbers and any other information you have provided to the school).
- Processing shall include the receipt, recording, organising, collation, storage, updating or modification, retrieval, alteration, consultation and use; the dissemination by means of transmission, distribution or making available in any other form, or the merging, linking as well as blocking, degradation, erasure or destruction of information.
- This consent is effective immediately and will remain effective until withdrawn in writing and addressed to the school Principal.
- The personal information may only be processed if it is adequate, relevant and not excessive, given the purpose for which it is processed, and if processing occurs in accordance with the relevant provisions of POPI. The purpose of the processing of information must relate to a function or an activity of the school.
- In addition, you hereby take note that Welgemoed Primary School collects and processes personal information pertaining to the proper functioning, management and governance of the school, as prescribed in the South African Schools Act 84 of 1996 and other relevant education legislation and policies.
- In terms of section 11 of POPI, personal information may only be processed in the following circumstances:
  - If the data subject, or a competent person where the data subject is a child, consents to the processing.
  - If processing is necessary to carry out actions for the conclusion or performance of a contract to which the data subject is party.
  - If processing complies with an obligation imposed by law on the school.
  - If processing protects a legitimate interest of the data subject.
  - If processing is necessary for the performance of a public law duty.
  - If processing is necessary for pursuing the legitimate interests of the school.

### **Your rights in terms of this consent**

You have the following rights:

- The right to know what information is being kept, how it is being used, and when the school will disclose it. All of the aforesaid information is contained in our Privacy Policy, which are available and may be obtained from our offices or our website.
- The right to correct your details. The school will try to keep your information up to date. However, should any of your details change, please notify us to ensure that our records are as accurate as possible.
- The right to revoke consent. You may revoke the consent you have given us in terms of this form at any time. Your revocation should be in writing and addressed to the information officer of the school. Revoked consent is not retroactive and will not affect any past or existing use of your information

### **Consent to receive marketing information**

By agreeing to the terms of this consent form, you expressly consent to the processing of your information for marketing purposes. You understand that by consenting, you may receive marketing materials, relevant to Welgemoed Primary School, in the form of SMS's, WhatsApps, emails etc. from the school, or parent teacher association.

I AGREE

I DO NOT AGREE

Details of learner (i.e. John Smit Gr.5):

\_\_\_\_\_

Details of parent / guardian: Name of parent/guardian:

\_\_\_\_\_

Signature of parent/guardian:\* \_\_\_\_\_

Date: \_\_\_\_\_