

## **POPI ACT: Letter to Parents**

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Dear Parents,

As you are aware, the right to privacy is protected by our Constitution and the Protection of Personal Information Act (POPIA) entrenches that right. POPIA has become law, with the effective date of compliance set as 1 July 2021. Welgemoed Primary School (WPS) has always taken the protection of personal information seriously and we are committed to compliance with the relevant laws and regulations. As part of this implementation and in order to be POPIA compliant, we kindly request permissions as detailed in the consent forms under point 1 and 2 listed below.

Please take note:

1. The consent forms are based on FEDSAS (Federation of Associations of Governing Bodies of South African Schools) proposed templates and viewed as a standard for governing bodies and schools related to POPIA.
2. WPS are not requesting you to consent to anything other or more than has been the the modus operandi of the school for years, but merely requesting your consent to continue with the way we process personal information and imagery.
3. Please be assured that the protection of our school community's personal information is of utmost importance to WPS.

### **Consent for use of images**

#### A. Release form in respect of learner photos, images, videos

WPS endeavours to use only very specific types of photographs and to ensure that images are appropriate and suitable for a school environment. These photographs greatly assist with promoting the school and communicating the ethos and environment in which the students learn.

We will be sharing the Release form on Karri and we request that parents complete this for each child in WPS.

### **Consent to use personal information**

#### B. Consent form in terms of POPIA

WPS endeavours to be selective in the use of information with specific focus on the performance of the school's task as educator and in the interest of the advancement of the learners and the school.

### **Procedure**

- **Both forms (Consent for use of images & Consent to use personal information)** must be completed and submitted on the Karri App. Should parents prefer a hard copy, such request may be made to the class register teacher.
- Please complete per learner, not per family.

- Deadline: \_\_\_\_\_ Februarie 2022. We ask for your support and understanding in this regard.

Enquiries regarding the application of POPIA can be directed to \_\_\_\_\_ at \_\_\_\_\_@welgemoedprimary.co.za, who is officially registered as WPS's information officer / deputy information officer.

Regards

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Kindly also take note of the following POPIA related information – click on the links provided.

[Privacy Policy](#)

[POPIA WhatsApp Protocol](#)