



Data Protection

You will see at the front of the new DHSA Address Book the following statement regarding Data Protection:

'DATA PROTECTION: this information is held on the school's computer and is not shared with any external party. It is only processed for the purpose of establishing and maintaining DHSA membership or for administering activities for members.'

In order to comply with current data protection requirements, we need to ask you to let us know

- a) If you would prefer that your contact information is not shared with everyone on the Downe House database
- b) If you would like your information to be removed altogether from the Downe House database.

We will assume, if we don't hear from you, that you are happy for your information to be kept on the database. If however either of the above statements is true, please complete the following form and return it to DHSA Administrator, Downe House, Cold Ash, Thatcham, Berkshire RG18 9JJ.

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Data Protection Request

Name of Old Senior

(Maiden name if applicable).....

Please mark with an 'X' the statement(s) applicable to you

I do not want my contact information to be shared with everyone on the Downe House database.

I would like all my contact information to be removed from the Downe House database immediately.

Signature Date