



THE CONSORTIUM  
ACADEMY TRUST

9 September 2024  
**Academy – All Parents**



**THE  
HESSLE  
ACADEMY**

**Penshurst Primary School**  
Winthorpe Road, First Lane  
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Dear parent / carer

As part of our annual data collection, we would appreciate a few minutes of your time to review the details we hold for you and your child/ren on our Management Information System.

The information we hold can be checked by logging into the Arbor parent portal. You can amend any information held and add any information you would like us to be aware of such as siblings in school, medical changes etc. Please see image below to assist you.

There are also a few questions that we would like to ask you which cannot be automated through the parent portal. Therefore, additionally, we would be grateful if you could please complete the additional questions [here](#) and submit to us by **12:30pm on Friday 20 September 2024**.

We also have pleasure in pointing you in the direction of our privacy notices [here](#). These provide detailed information about what data is collected, how we use your data and who we disclose it to.

Thank you for your continued trust and partnership.

Kind regards

Mr V Groak  
Headteacher

Just to clarify, on the app (and portal) there is a button that parents can select:

[View Student Profile](#)

When selected it shows the parents a full page of the student details. **Notices** show first and will alert the parents if consents or information such as transportation method needs adding. When they click on a consent, it shows them the description of the consent. Screenshot below of the GDPR External Publicity consent:

**Set Consent**

Consent	GDPR - External Publicity
Further details	In consenting to this you are providing The Consortium Academy Trust with your consent for using your child's personal information (could include name, image, video/film) for display in external publications such as on the school or Trust website, the Trust or school newsletter, school prospectuses, transition booklets.
Note	<input type="text"/>

[Decline Consent](#)      [Cancel](#)      [Give Consent](#)

Below Notices is **Student Details** showing Name, Sex, DOB, Ethnicity, Religion, Language, Service Child (all are editable except DOB and service child).

Then **Student Contact details** (address)  
**Family, Guardians & Contacts**  
**Mode of Travel to School**  
**Meal Preference & Dietary requirements**  
**Previous schools (this can be switched off in app settings)**  
**Medical**  
**Consents**

On the right hand side there is a [Add Information](#) button where parents can add the following details:

- Add Allergy
- Add Another Spoken Language
- Add Guardian/Contact
- Add Immunization
- Add Mode Of Travel
- Add Medical Condition
- Add Another Previous School