

3rd May 2018

Dear Headteacher

GDPR (General Data Protection Regulations)

As you will no doubt be aware, the introduction of the GDPR on 25th May 2018 represents the biggest change in data protection legislation for 20 years and will be implemented in the UK regardless of Brexit.

GDPR requires documenting the why, whose, what, when and where for any personal data processed.

Over the past months Entrust has been engaged in a substantive programme of work to ensure that it is GDPR compliant, whether as a Data Controller or Data Processor, and that we will have the appropriate measures in place by the time the regulations are introduced.

In order to ensure Entrust is compliant we are updating both our Data Privacy Notices and the terms and conditions of contracts with both our customers and suppliers. These will clearly set out the reasons why we need to collect, hold and process personal data and, among other things, how long we will hold the data for.

In the vast majority of cases, we need to process personal data simply in order to perform the contract we have with our customers.

Whilst GDPR does represent a significant change in the way personal data is managed, Entrust have taken the steps necessary to ensure our compliance.

We are just completing our revised T&C's and Privacy Notice which will be issued prior to the 25th May 2018.

Yours faithfully



Chris Blackwell
CEO