

1 April 2022

Student Data Collection

Dear Parent/Carer

We are sending this information to inform you that a link to a data collection form is being sent to all current priority 1 contacts of students on our roll. It is important to ensure we keep an updated bank of information for each student so that we can provide the correct support for your child, and so the relevant people can be contacted in an emergency.

The data request form will be collecting information within the following areas:

- Address details
- Priority contact details
- Transport arrangements
- School lunches
- Ethnicity
- Additional languages
- Student permissions

Please be aware that we are only able to contact those listed as a **priority contact**, therefore it is imperative all people you would like to be contacted in an emergency are listed as such.

Please complete as much of the form as possible as this will allow us to retain a full and detailed set of information for your child. If you are unable to complete an electronic version of the form, please let us know and we can provide a paper copy if necessary.

The link to the form can also be found here: [Student Data Collection Form](#)

If you have any questions regarding this please do not hesitate to contact us at:
enquiries@johnsmeatonacademy.org.uk

Yours faithfully



Miss H Jaques
Data, Assessment and Examinations Officer