

Form of consent in terms of the Act on Protection of Personal Information 4 of 2013 (POPI)

Permission to use personal information¹

- By agreeing to the terms of this information form, you, _____ (NAMES), hereby authorize Middelburg Hoërskool to voluntarily process your personal information as well as that of the learner _____ (NAMES), (including the names, street address, telephone numbers and any other information you provide to the school.
- Processing includes receiving, recording, organizing, sorting, updating or modifying, retrieving, consulting and using; the distribution by way of transmission, issuance or making available in any other form, or the merger, linkage as well as restriction, degradation, erasure or destruction of information.
- This consent is effective immediately and will remain in effect until one of the conditions under paragraph 8 of the Act on Protection of Personal Information is complied with.
- The personal information may only be processed if it is sufficient, relevant and within limits in light of the purpose for which it is processed, and if processing takes place in accordance with the relevant provisions of POPI. **The purpose of the processing of information must work together with any activity of the school.**
- In addition, you hereby acknowledge that **Middelburg Hoërskool** collects and processes personal information regarding the proper functioning, management and governance of the school, as prescribed by the South African Schools Act 84 of 1996 and other relevant education legislation and policies.
- **The type of information will depend on the purpose for which it is collected, and will also be processed for that purpose only.**
- In terms of section 11 of POPI, personal information can only be processed in the following circumstances:
 - ❖ If the data subject, or a competent person in the case of the data subject is a child, consents to processing.
 - ❖ If processing is necessary for the execution of acts with a view to concluding or fulfilling a contract in which the data subject is a party.
 - ❖ If processing complies with a duty imposed on the school by law.
 - ❖ If processing protects a legitimate interest of the data subject.
 - ❖ If processing is necessary for the purpose of a public legal duty.
 - ❖ If processing is necessary to act in the school's legitimate interest.

¹ This form must be read in conjunction with the *Policy on the Protection of Personal Information*



Your rights under this consent

You have the following rights:

- *The right to know what information is held, how it is used and when the school will release it.* All of the aforementioned information is contained in our Policy of the Protection of Personal Information and our Privacy Policy, which are available and accessible at the school office or on our website.
- *The right to correct your details.* The school will try to keep information up to date. However, if any of your details change, please let us know so that our records can be as accurate as possible.
- *The right to withdraw your consent.* You may withdraw the permission you give us under this form at any time. Your withdrawal must be made in writing and addressed to the information officer of the school. Consent previously given cannot subsequently be withdrawn and therefore will not affect any previous or existing use of your information.

Permission to receive marketing information

By agreeing to the terms of this consent form, you expressly consent to the processing of your information for marketing purposes, and you understand that by giving consent, your marketing materials in the form of text messages, e-mails and the like of the school can receive.

Please mark your answer below:

I agree	<input type="checkbox"/>
I do not agree	<input type="checkbox"/>

SIGNATURE OF PARENT / GUARDIAN

DATE

