



LOWVELD ACADEMY HOEDSPRUIT

REG NO. 2015/051941/08

Administrative Office:

Erf 712, Hoedspruit Wildlife Estate, Hoedspruit
P.O Box 11, Letsitele, South Africa, 0885
Tel+27 15 793 3750

Email: hoedspruit@lowveldacademy.co.za

www.lowveldacademy.co.za

EMIS No. 996605303

Annexure "A"

Consent form in terms of the Protection of Personal Information Act, Act 4 of 2013 (POPIA) Consent to use personal information

I, the undersigned, hereby agrees to the terms and conditions of this consent form and voluntarily provide the following information and authorisation to LOWVELD ACADEMY HOEDSPRUIT to process my personal information as well as that of the following learner:

Name of Learner: _____
Identity number of learner: _____
Physical Address: _____
Telephone Number: _____
Learner Code: _____
(and any other information you have provided to the school).

1. I understand that an application for enrolment at the abovementioned school cannot be successfully processed without the required information and failure to provide the necessary information will thus result in an unsuccessful application.
2. I hereby authorise LOWVELD ACADEMY HOEDSPRUIT and its authorised managers, shareholders, any person employed by LOWVELD ACADEMY HOEDSPRUIT and/or any person / law firm / entity acting on behalf of or representing LOWVELD ACADEMY HOEDSPRUIT against any losses or claims or for purposes of debt collections or any other legal proceeding, to use, review and process any personal information provided.
 - 2.1. I herewith confirm that I understand: -
 - 2.1.1. That processing shall include the receipt, recording, organising, collation, storage, updating or modification, retrieval, alteration, consultation and use; the dissemination by means of transmission, distribution or making available in any other form, or the merging, linking as well as blocking, degradation, erasure or destruction of information.
 - 2.1.2. The personal information may only be processed if it is adequate, relevant and not excessive, given the purpose for which it is processed, and if processing occurs in accordance with the relevant provisions of POPIA. The purpose of the processing of information must relate to a function or an activity of the school.
 - 2.1.3. That LOWVELD ACADEMY HOEDSPRUIT collects and processes personal information pertaining to the proper functioning, management and governance of the school, as



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prescribed in the South African Schools Act 84 of 1996 and other relevant education legislation and policies.

2.1.4. The type of information will depend on the purpose for which it is collected, and will be processed for that purpose only.

2.1.5. In terms of section 11 of POPIA, personal information may only be processed in the following circumstances:

2.1.5.1. If the data subject, or a competent person where the data subject is a child, consents to the processing.

2.1.5.2. If processing is necessary to carry out actions for the conclusion or performance of a contract to which the data subject is party.

2.1.5.3. If processing complies with an obligation imposed by law on the school.

2.1.5.4. If processing protects a legitimate interest of the data subject.

2.1.5.5. If processing is necessary for the performance of a public law duty.

2.1.5.6. If processing is necessary for pursuing the legitimate interests of the school.

3. I hereby grant permission to LOWVELD ACADEMY HOEDSPRUIT to:

3.1. display photos/images/videos of the learner(s) indicated below as part of:

3.1.1. a demonstration/project/activity during classroom teaching;

3.1.2. a sample project/activity on CD created by the school for use in educational workshops, classrooms, advertisements, etc.;

3.1.3. the school's webpages and social media platforms (including Facebook and Twitter);

3.1.4. samples given to programme publishers, or contest entries submitted to sponsors;

3.1.5. video recordings to appear in a school-related programme broadcast on a television station; and/or

3.1.6. any printed publication, including, though not limited to, newspapers, magazines, yearbooks, etc.

3.2. In granting this permission, I understand that the school may use photos/images/videos of the learner(s) for purposes such as celebrating achievements and publicising education events, as deemed appropriate by the school governing body and the principal, and that such use may include display in the school photo gallery.

3.3. I further understand that although the school associated with the photos/images/videos will be identified, and adults appearing in photos/images/videos may be named, the personally identifiable information of the learner(s), except for the name (s) of the learner(s), will not be used with any photo/image/video.



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- 3.4. I understand that in signing this consent form I confirm that the released photos/images/videos posted on the school's website can be downloaded and reproduced by various news organisations, including print, electronic and broadcast media, and I therefore release the school from any liability arising from the use of photos/images/videos of the child(ren) in school web postings.
- 3.5. I further understand that there are potential dangers associated with the posting of photos images and videos on a website, since global access to the internet does not allow for control over who accesses information and if I wish to withdraw my consent, I may do so at any time by sending a letter to the principal of the school.
4. I confirm that I am familiar with the following rights as provided for in the Protection of Personal Information Act, Act 4 of 2013:
- 4.1. The right to know what information is being kept, how it is being used, and when the school will disclose it. All of the aforesaid information is contained in our Policy on the Protection of Personal Information and the Privacy Policy, which are available and may be obtained from the offices and/or on the website of LOWVELD ACADEMY HOEDSPRUIT.
- 4.2. The right to correct my details. LOWVELD ACADEMY HOEDSPRUIT will try to keep my information up to date. However, should any of details change, I will inform LOWVELD ACADEMY HOEDSPRUIT of such change in details so that LOWVELD ACADEMY HOEDSPRUIT ensure that their records are as accurate as possible.
- 4.3. The right to revoke consent. I understand that I can revoke the consent given to LOWVELD ACADEMY HOEDSPRUIT in terms of this form at any time. Such revocation shall be in writing and addressed to the information officer of the school as stipulated in the Protection of Personal Information Policy. This revoked consent is not retroactive and will not affect any past or existing use of information.

By agreeing to the terms of this consent form, I expressly consent to the processing of my personal information for marketing purposes, and understand that by consenting, I may receive marketing materials in the form of SMSs, e-mails and the like from LOWVELD ACADEMY HOEDSPRUIT.

Signature of Parent / Guardian

Date