

5 January 2026

Dear parent / carer

Personal Data Sharing for Immunisation Programme

As part of our commitment to transparency regarding how we handle your personal data, we are writing to inform you that the school will be sharing parent/carer contact details with the School Age Immunisation Service (SAIS) team (IntraHealth/Vaccination UK) for the purpose of facilitating the school immunisation programme.

This data sharing is necessary to support public health and is undertaken in accordance with UK data protection legislations. Specifically, it is permitted under the UK GDPR Article 6(1)(e), which allows the school to process and share data when it is "necessary for the performance of a task carried out in the public interest or in the exercise of official authority." Further information on this can be found in the linked Department for Education (DfE) [guidance](#).

The purpose of this sharing is solely to ensure the Immunisation team can communicate with you directly to distribute necessary information and manage consent.

The school will provide the SAIS with the following personal data for eligible students:

- The student's full name and date of birth.
- The name and contact details (phone number and/or email) of the parent or carer.

The sharing of these contact details does not result in automatic vaccination. A vaccine will only be administered if you, as the parent or carer, provide informed consent directly to the immunisation team.

If you have any questions, please do not hesitate to contact the academy:

enquiries@portland.outwood.com

Yours sincerely

F.O Yusuf

Fatima Yusuf
Data Protection Officer
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