

# *King George V Primary School*



*Prospectus*

# **Welcome**

to

## *King George V Primary School*

King George V Primary School is a one-form entry primary school close to the centre of West Bromwich. We are a co-educational community day school for pupils aged 5 to 11 years, with a nursery class offering part time places for children aged 3 to 4 years.

King George V has a happy, lively and purposeful atmosphere built on the good relationships we have between staff, children and parents. We work hard to provide a wide range of experiences for children ensuring that they enjoy their time at school and achieve well, giving them the best possible opportunity to go on to succeed in whatever they choose to do.

If you have any questions or if you would like to come and visit us at any time, please contact the school - you are very welcome.

**School Address:** King George V Primary School  
Beeches Road  
West Bromwich  
Sandwell  
West Midlands  
B70 6JA

**Telephone** 0121 553 0060

**Head Teacher** Miss S. Penny  
**Acting Deputy Head** Mr S. Reed  
**Chair of Governors** Mr D. Fereday

**Website** [www.kinggeorgev.sandwell.sch.uk](http://www.kinggeorgev.sandwell.sch.uk)

Number of registered pupils (May 2019) - 235

*Our prospectus is updated annually. This information was correct at the time of printing (May 2019) - it may, however, be subject to subsequent amendment.*

# King George V Primary School

## Vision Statement

*Our purpose at King George V is to enable each child to fulfil their social, academic and physical potential in a happy, safe and stimulating environment. We will promote unity, whilst celebrating diversity, in our multicultural community and prioritise the skills and attitudes needed for each child to become responsible citizens, actively involved in our ever-changing world.*

## Mission Statement

*Many people, one school family. Proud of who we are.*

## Our Vision

At King George V it is our aim that:

- Children feel happy, safe and confident in school and leave King George V equipped with the skills to be motivated, independent life-long learners.
- We have high expectations of all pupils; supporting children to meet the needs of all whilst encouraging them to aim high and achieve well to maximise their potential.
- We provide a rich, engaging and challenging curriculum; presenting new learning in exciting ways which enables children to rehearse, apply and solve problems in a variety of contexts.
- We build positive relationships with parents, carers and families as well as the local and wider community.
- We provide a range of opportunities for children to understand how to keep themselves safe and healthy and to take responsibility for their own wellbeing as well as that of others.
- We actively promote tolerance, respect, understanding, compassion and harmonious living whilst celebrating diversity.

Before



After



Our Library was modernised during the Summer term in 2016.

### *TIMES OF SCHOOL SESSIONS*

KS1 and KS2	Morning	8.50 a.m. - 12.00 p.m.
	Afternoon	12.50 p.m. - 3.15 p.m.

Nursery    Morning session - 8.50 a.m. - 11.50 a.m.  
 Afternoon session - 12.15p.m. - 3.15 p.m. (Depending on numbers)

Punctuality is a very important characteristic that we emphasise with our children.  
 Please try to support this by ensuring that children arrive in school, and are collected, promptly at the times given above.

### **DATES OF SCHOOL TERMS AND HOLIDAYS FOR THE ACADEMIC YEAR 2019 - 2020**

**AUTUMN TERM:** MONDAY 2<sup>ND</sup> SEPTEMBER 2019 - FRIDAY 20<sup>TH</sup> DECEMBER 2019  
 Half Term Monday 28th October - Friday 1<sup>ST</sup> November 2019

**SPRING TERM:** MONDAY 6<sup>TH</sup> JANUARY 2020 - FRIDAY 3<sup>RD</sup> APRIL 2020.  
 Half Term Monday 17<sup>TH</sup> February - Friday 21<sup>ST</sup> February 2020

**SUMMER TERM:** MONDAY 20<sup>TH</sup> APRIL 2020 - MONDAY 20<sup>TH</sup> JULY 2020  
 Half Term Monday 25<sup>TH</sup> May - Friday 29<sup>TH</sup> May 2020  
 (May Day Bank holiday - Monday 4<sup>TH</sup> May 2020)

**Monday 2<sup>nd</sup> September and Tuesday 3<sup>rd</sup> September 2019 - Staff Training Day**  
**Monday 20<sup>th</sup> July 2020 - Staff Training Day.**

**\*2 more Staff Training Days to be confirmed**

## *SCHOOL UNIFORM*

We strongly encourage children to wear school uniform as we believe it helps promote the family atmosphere and sense of belonging that we work hard to maintain.

Our school uniform consists of:

- ✓ Navy blue sweatshirt or cardigan
- ✓ Gold polo shirt
- ✓ Grey skirt/ pinafore/ trousers
- ✓ Safe black footwear (no heels, no flip flops or open-toe sandals)
- ✓ Blue and white or yellow and white summer dress

Children will also need a white round neck t-shirt, navy blue shorts and a pair of black pumps for PE.

### **Jewellery in school.**

Due to health and safety, we do not allow jewellery in school. Small stud earrings and religious items are acceptable but please be aware that school is not responsible for any loss or damages.

The following uniform items are available from school:

- Sweatshirts £8.50
- Cardigans £9.50
- Fleeces £11.00
- Reversible Waterproof £15.00
- Pump Bags £4.50
- Book Bags £4.50
- Caps £4.00

Please ask at the school office if you wish to purchase uniform.

**PLEASE HELP US BY MAKING SURE YOUR CHILD'S NAME IS CLEARLY MARKED IN ALL ITEMS OF UNIFORM.**

# CURRICULUM

We aim to give a broad, balanced and enjoyable education to all our children. Nursery and Reception follow Statutory guidance for the Early Years Foundation Stage Curriculum, children from Year 1 onwards follow the National Curriculum.

## Foundation Stage Curriculum

The Foundation Stage Curriculum is organised into 7 areas

- ✓ Personal social and emotional development
- ✓ Communication and language
- ✓ Physical Development
- ✓ Literacy
- ✓ Mathematics
- ✓ Understanding of the world
- ✓ Expressive Arts and Design

The National curriculum has four "core" subjects:

English, Mathematics, Science, computing

There are also seven "foundation" subjects:

Art, Geography, History, Music, P.E., Design Technology, Languages

We also teach Religious Education. These lessons follow the Sandwell LEA agreed Syllabus for RE. Pupils are taught fundamental Modern British Values and Social, Moral, Spiritual and Cultural development is also intertwined throughout the curriculum.

Governors have agreed that there will be no formal sex education but children's questions are answered sensitively and thoughtfully when they arise. Children in classes 5 and 6 receive a talk from the school nurse towards the end of the school year. Parents are informed prior to this and given the opportunity to either attend themselves or have their children withdrawn from the talk.

The 5 priorities of the SEMH (Social and Emotional Mental Health) are integrated into our curriculum and further broaden children's development through areas such as health education, personal, social and emotional education and citizenship.

Children's progress is carefully monitored by their teacher. You are welcome to discuss this at any time and we hold termly parents' meetings to keep you informed. You will also receive a written report at the end of each year.

## *EDUCATIONAL VISITS*

Once a term we support and enhance the curriculum by taking children in each year group on educational visits or having visitors into school. This is usually to give the children a deeper understanding or wider perspective of an area they are studying.

Visits are usually for a half or whole day and we also organise residential visits for upper KS2 children who stay at a Sandwell Residential centre.



Visits are built into children's work in school and so it is important that all children are able to share the experience. Visits are always planned thoroughly to ensure they are safe and appropriate and we will let you know well in advance of any planned trips. Children will never be taken on school trips without your permission.

We will try our best to keep requests for financial contributions to a minimum and give plenty of notice for any contributions requested. This year plans are in place to organise one free school visit, one partially subsidised by the school and another where the full amount will be requested. **Unless most people donate, visits and visitors may be need to be cancelled.**

## *BEFORE AND AFTER SCHOOL CARE*

We have a daily breakfast club which meet in the Annexe building. Breakfast is served between 8.00 and 8.30 a.m. and children are escorted to their classes at 8.45. Breakfast club costs £2 per session.

## *AFTERSCHOOL CLUBS*

We provide a range of after school clubs across the school. These vary depending on the time of the school year and projects that we become involved with. Recent clubs have included Sports multi-skills, homework, craft and football. Clubs are £1 per session. Information about clubs is shared with children and parents on a regular basis.

## *PASTORAL CARE*



Children sometimes have worries about school. They usually have a good relationship with their class teacher and are able to talk to them about their concerns. If at any time they don't want to speak to their teacher any member of staff will be happy to listen.

If there is a concern that they don't want to discuss with us, they can always tell you and you can let us know.

**Whatever the problem, please do not sit at home and worry. Come and talk to us and we will do our best to sort things out.**

## *BEHAVIOUR AND DISCIPLINE*

We believe children should be happy and safe in school and good behaviour and discipline are vital to this. Our school expectations (opposite) were created with the children and are regularly discussed with them. Through these expectations we aim to ensure that all children are safe and able to learn in a calm and undisturbed environment.

For many children school is their first experience of being part of such a large group of people so we build many activities into our Early Years work to help children learn the skills they need to mix well and work together. Incidents of inappropriate behaviour are dealt with by explaining to children why it is wrong and what they could do instead. Contact with parents is crucial in supporting us with this and staff will often ask to speak to parents at the end of a session or day.

This does not mean your child is having difficulties in school but gives us the opportunity to explain any incidents and ask you to reinforce what has been discussed in school.

As children move through the school we expect them to continue to behave well and support them with this in many ways. Our behaviour management is very positive and children are taught how we expect them to behave and they are recognised and praised when they do so.

We also thread Spiritual, Moral, Social and Cultural learning throughout the curriculum and during whole school assemblies and reflection times, as well as actively promoting Modern British Values.

When children maintain the school expectations they earn House Points. These are exchanged for a system of rewards (see behaviour policy). They are also tracked on our "Good to be Green" system and children who have shown positive behaviour for a whole term are given a reward, such as a visit to the park.

If children misbehave they may:

- be spoken to about what they have done wrong
- miss part of their playtime or another treat
- write an explanation of their behaviour/ appropriate rules
- be moved to sit alone in their classroom
- spend some time in a different classroom
- be sent to the Head or Deputy Head Teacher
- work in isolation within the school

The school works on a 'level' system from Level 1-4. These are called 'Numbers' to the children and each behaviour type is dealt with consistently and fairly across the school. Support is put into place with those children who struggle to follow the rules and expectations.

**In very serious or persistent cases a child may be excluded from school and Local Authority guidance would be followed in this case.**

**Parental support is highly valued.** Strategies to support children are always more effective when school and home are able to work together. You will be informed if your child is involved in inappropriate behaviour and/or if we have concerns about their behaviour in school. We will discuss strategies with you to ensure an improvement and keep in regular contact in order to support this. We will also, of course, let you know when your child is doing well. If you have any questions or concerns please contact Miss Mee who is our behaviour lead.

Our School Expectations

We want everyone at  
King George V Primary School to...

Enjoy  
their  
learning

Be  
happy

Have  
fun

Be safe

Be  
successful

So we...

show  
respect

are proud

are a  
caring  
community

are  
honest

take  
responsibility  
for ourselves  
and others

aim high and  
keep trying!

## *SPECIAL EDUCATIONAL NEEDS*

Some children have special educational needs. This may be difficulties with learning or with behaviour. If we think your child needs support we will:

- ✓ Let you know and keep you involved in your child's support
- ✓ Prepare an individual plan and special work for them
- ✓ Give them extra help when we can

We may ask other people to help us with our assessment and support but we would always ask you in advance.

Children with special needs will be taught in class by their usual class teacher. All schools must have a named person to monitor their progress - in our school this is Miss S. Penny.

## *CRITERIA FOR ADMISSION*

Children are eligible for a place in Nursery following their third birthday. Application forms for places are available from the school office.

Children are admitted to Reception in September, at the start of the academic year in which they have their fifth birthday. Sandwell Education Authority use the following criteria to allocate school places:

- children with special educational needs or in public care
- children with a medical condition that may be best met at the selected school
- children with a brother or sister in the school
- distance measured in a straight line from a child's home to the nearest available entrance to the school

All admissions are managed centrally by the Local Authority. Applications for reception places are sent out automatically and application forms for all other Year Groups are available from the school office. These should be completed and returned to the Local Authority admissions services.

## *SCHOOL ATTENDANCE*

Children must come to school, on time, every day unless there is a good reason why they cannot.

If your child is absent please let us know why by phoning school before 9am.

**Improving levels of attendance is a key priority for our school** and there are reward systems in place in school to recognise good attendance.

Certificates are awarded to the classes who meet the school's target and children with 100% attendance are placed in a weekly prize draw to win £5.00.

Children's attendance is regularly monitored and if we have concerns we will contact you to let you know. If we remain concerned about your child's attendance, we will ask you to attend a meeting, to see how it can be improved and we may involve our Attendance Worker who can often help.

With the exception of medical appointments, applications for absence in term time must be made in writing. Application forms are available at the school office, however, please be aware that absence in term time will only ever be authorised in exceptional circumstances. More information regarding absence in term time can be found in our attendance policy on the school website.

### *ATTENDANCE STATISTICS*

Each year we have to count how many times a child is absent from school. This is recorded in sessions with one session being half a school day (so if a child is absent for one school day this is recorded as 2 absences). If we know why your child is absent, and have agreed that it is a justified reason (if they are ill or have a medical appointment), this is called an authorised absence. If your child is away without a good reason or you don't tell us why they are away this is called an unauthorised absence.

For the academic year 2018 - 19 our attendance figures were:

Percentage of authorised absence 2.7%

Percentage of unauthorised absence 1.2%

Overall attendance - 96.1%

Improving attendance is a key priority for our school. The National expectation is 97% and we are well on the way to achieving this. We appreciate the support of parents and carers with this matter.

## *SNACKS AND SCHOOL MEALS*

### **Drinks and Snack**

Children are allowed free access to water in every classroom. They are able to have a snack at morning break time; children in Nursery up to Year 2 should not bring food from home as they will be given fruit in school.

Children in classes 3 to 6 may bring their own healthy snack. Fruit is the preferred snack and children **should not** bring crisps, chocolate bars, sweets or lollipops and no fizzy drinks. Toast is sold at morning break time at 10p per slice. Children should order and hand in money to class teacher at the start of the day.

### **School Meals**

Our school kitchen provides a selection of hot meals for our children. Meals are tailored in our school to the tastes of our children. We do not use any beef or pork products and a vegetarian option is always available.

School meals cost £2.30 per day. Dinner money should be sent into school on Monday morning in an envelope marked with your child's name and class.

If you are on Income Support and in some cases Tax Credits your child may be entitled to a free school meal. Please see the school office who will let you have the forms that you need.

**From September 2014, all children in Reception, Class 1 and Class 2 will be entitled to a free school meal. It is still important, however, that forms are completed as this is taken into account when school funding is decided.**



## *CONCERNS, COMPLAINTS and COMPLIMENTS*



If you have any concerns about your child in school we are always keen to help. Please speak to your child's class teacher, the Head or Deputy Head Teacher who will do their best to help.

If you wish to make a complaint please speak to the Head or Deputy Head Teacher. If we are unable to help, parents may write to the chair of Governors (at the school address) outlining their concern. If there is still no resolution parents should contact the Local Authority who will investigate the matter further.

**We would always encourage you to approach us as teachers first as we can usually explain or put right most concerns.**

We are, also, always happy to hear your suggestions for improvement. We will ask you for your views each year in our annual survey but we also have a suggestions box in the main reception area where you can post your suggestions at any time.

### *General Data Protection Regulation (GDPR) 2018*

**School collects a variety of information about our pupils. We are legally obliged to make all parents aware of what data we hold and how it will be used. This is fully explained in our Privacy Notice overleaf. A copy is also available on the school website, to view at your convenience.**



**We hope you have found the information in this booklet useful but if you have any questions please do not hesitate to get in touch and we will do our best to help.**

## KING GEORGE V PRIMARY SCHOOL PRIVACY NOTICE (HOW WE USE PUPIL INFORMATION)

### THE CATEGORIES OF PUPIL INFORMATION THAT WE COLLECT, HOLD AND SHARE INCLUDE:

- Personal information (such as name, date of birth, unique pupil number and address)
- Safeguarding concerns
- Characteristics (such as ethnicity, language, nationality, country of birth and free school meal eligibility, INA status – Asylum Seeker, Refugee, Economic Migrant, Looked After Child, Adopted and SGO children)
- Medical information
- Attendance information (such as sessions attended, number of absences and absence reasons)
- Assessment information relating to academic progress, pupil attainment and educational performance in general
- Special Educational Needs or Disabilities information
- Behavioural information including exclusions
- Information from Early Years providers or Post 16 providers
- Parent/Carer information (such as name, address, contact details)

### WHY WE COLLECT AND USE THIS INFORMATION

We use the pupil data:

- to support pupil learning
- to monitor and report on pupil progress
- to provide appropriate pastoral care
- to work with agencies supporting pupil safeguarding
- to assess the quality of our services
- to comply with the law regarding data sharing
- to provide support for pupils with special learning needs or disabilities
- to comply with all statutory data returns to the DfE and their partner organisations
- to qualify the child is eligible of funding and to calculate funding
- to provide data to the local authority as required statute or by current contracts, service level agreements or data sharing agreements with the local authority
- to inform next educational providers and/or employers of relevant pupil performance and contextual information

### THE LAWFUL BASIS ON WHICH WE USE THIS INFORMATION

We use information about children and young people to enable us to carry out specific functions for which we are responsible. We also use this personal data to derive statistics which inform decisions we make regarding the running of the school, the curriculum, safeguarding and to assess pupil outcomes. The lawful basis is as follows (Article 6):-

- the data subject has given consent to the processing of his or her personal data for one or more specific purposes;
- processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract;
- processing is necessary for compliance with a legal obligation to which the controller is subject;
- processing is necessary in order to protect the vital interests of the data subject or of another natural person;
- processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller;
- processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject which require protection of personal data, in particular where the data subject is a child.

And (Article 9)

- processing is necessary to protect the vital interests of the data subject or of another natural person where the data subject is physically or legally incapable of giving consent

## WE COLLECT AND USE PUPIL INFORMATION UNDER RESPONSIBILITIES SET OUT WITHIN:-

- Education Act 2002 Section 33
- Education Act 1996
- Children and Families Act 2014 (SEND Reforms)
- Childcare Act 2006
- The Early Years and Foundation Stage Order 2007
- The Education and Skills Act 2008
- The Apprenticeship, Skills, Children and Learning Act 2009
- Equality Act 2010
- Children Act 1989
- Adoption and Children Act 2002
- Children and Young Persons Acts 1963 (Regs 1968)
- Education (Governors Annual Reports – England) (Amendment) Regulations 2002 SI 2002 No 1171
- School Standards and Framework Act 1998 and Academies Act 2010
- Schools Admissions Code Statutory Guidance for admission authorities, governing bodies, local authorities, school adjudicators and admission appeals panels December 2014
- Schools Admission Appeals Code February 2012 Statutory guidance for school leaders, governing bodies and local authorities.
- School attendance: Department advice for maintained schools, academies, independent schools and local authorities November 2016
- DBS Update Service Guide June 2014
- Keeping Children Safe In Education – Statutory Guidance Sept 2016
- 'Working Together to Safeguard Children' - A guide to interagency working to safeguard children – March 2015
- An employer's right to work checks (Home Office May 2015)
- Limitation Act 1980 (section 2)
- Social Security (Claims and Payments) Regulations 1979 Regulation 25. Social security administration Act 1992 Section 8. Limitation Act 1980
- COSHH Regulations 2002. SI 2002 No 2677 Regulation 11; Records kept under the 1994 and 1999 Regulations to be kept as if the 2002 Regulations had not been made. Regulation 18
- Control of asbestos at work regulations 2012 SI 1012 No632 Regulation 19
- The Education (Pupil Information) (England) Regulations 2005 SI 2005 No 1437
- Education Act 1996. Special Educational Needs and Disability Act 2001 Section 1.
- Outdoor Education Advisers Panel National Guidance Section 3 – Legal Framework and Employer Systems and Section 4 – Good Practice

The submission of the school census returns, including a set of named pupil records, is a statutory requirement on schools under Section 537A of the Education Act 1996. This means that schools do not need to obtain parental or pupil consent to the provision of information and ensures schools are protected from any legal challenge that they are breaching a duty of confidence to pupils.

## COLLECTING PUPIL INFORMATION

Whilst the majority of pupil information you provide to us is mandatory, some of it is provided to us on a voluntary basis. In order to comply with the General Data Protection Regulation, we will inform you whether you are required to provide certain pupil information to us or if you have a choice in this.

## STORING PUPIL DATA

We hold children and young person's data for various periods of duration as determined by School's Retention Policy.

## WHO WE SHARE PUPIL INFORMATION WITH

We routinely share pupil information with:

- schools that the pupil's attend after leaving us
- our local authority
- the Department for Education (DfE)
- providers of alternative educational provision (e.g. swimming providers, sports coaches)
- school nurse
- local health trust and their commissioned health services
- school milk provider
- Catering supplier
- Assesment provider
- Text messaging service
- Educational consultant
- Welfare support organisation (attendance)
- School photographers

## WHY WE SHARE PUPIL INFORMATION

We do not share information about our pupils with anyone without consent unless the law and our policies allow us to do so.

We share pupils' data with the Department for Education (DfE) on a statutory basis. This data sharing underpins school funding and educational attainment policy and monitoring.

We share pupils' data with the local authority to allow them to carry out statutory duties including the identification of children missing education, and to ensure that all pupils get a suitable education, in line with in line with sections 436A and 437 of the Education Act 1996. The local authority also has responsibilities around the identification of pupils with special educational needs as identified in section 22 of the Children and Families Act 2014.

We also share pupil's data with the Local Authority for the purposes of comparative data analysis and to enable the provision of services by the Local Authority as defined in the current contracts, Service Level Agreements or data sharing agreements.

We are required to share information about our pupils with our local authority (LA) and the Department for Education (DfE) under section 3 of The Education (Information About Individual Pupils) (England) Regulations 2013.

## DATA COLLECTION REQUIREMENTS:

To find out more about the data collection requirements placed on us by the Department for Education (for example; via the school census) go to <https://www.gov.uk/education/data-collection-and-censuses-for-schools>.

## THE NATIONAL PUPIL DATABASE (NPD)

The NPD is owned and managed by the Department for Education and contains information about pupils in schools in England. It provides invaluable evidence on educational performance to inform independent research, as well as studies commissioned by the Department. It is held in electronic format for statistical purposes. This information is securely collected from a range of sources including schools, local authorities and awarding bodies.

We are required by law, to provide information about our pupils to the DfE as part of statutory data collections such as the school census and early years' census. Some of this information is then stored in the NPD. The law that allows this is the Education (Information About Individual Pupils) (England) Regulations 2013.

To find out more about the NPD, go to <https://www.gov.uk/government/publications/national-pupil-database-user-guide-and-supporting-information>.

The department may share information about our pupils from the NPD with third parties who promote the education or well-being of children in England by:

- conducting research or analysis
- producing statistics
- providing information, advice or guidance

The Department has robust processes in place to ensure the confidentiality of our data is maintained and there are stringent controls in place regarding access and use of the data. Decisions on whether DfE releases data to third parties are subject to a strict approval process and based on a detailed assessment of:

- who is requesting the data
- the purpose for which it is required
- the level and sensitivity of data requested: and
- the arrangements in place to store and handle the data

To be granted access to pupil information, organisations must comply with strict terms and conditions covering the confidentiality and handling of the data, security arrangements and retention and use of the data.

For more information about the department's data sharing process, please visit: <https://www.gov.uk/data-protection-how-we-collect-and-share-research-data>

For information about which organisations the department has provided pupil information, (and for which project), please visit the following website: <https://www.gov.uk/government/publications/national-pupil-database-requests-received>

To contact DfE: <https://www.gov.uk/contact-dfe>

## REQUESTING ACCESS TO YOUR PERSONAL DATA

Under data protection legislation, parents and pupils have the right to request access to information about them that we hold. To make a request for your personal information, or be given access to your child's educational record, contact, Susan Ramsay our Data Protection Officer.

You also have the right to:

- object to processing of personal data that is likely to cause, or is causing, damage or distress
- prevent processing for the purpose of direct marketing
- object to decisions being taken by automated means
- in certain circumstances, have inaccurate personal data rectified, blocked, erased or destroyed; and
- claim compensation for damages caused by a breach of the Data Protection regulations

If you have a concern about the way we are collecting or using your personal data, we request that you raise your concern with us in the first instance. Alternatively, you can contact the Information Commissioner's Office at

<https://ico.org.uk/concerns/>

## CONTACT

If you would like to discuss anything in this privacy notice, please contact:

**Susan Ramsay, Data Protection Officer 0121 553 0060**