

Date · Dyddiad **30/9/2020**

Your ref · Eich cyfeimod

My ref · Fy nghyfeirnod

Telephone · Ffôn

Email · E-bost

www.pembrokeshire.gov.uk / www.sir-benfro.gov.uk



Pembrokeshire County Council Cyngor Sir Penfro

IAN WESTLEY, M.A. B.Eng.(Hons), C.Eng., M.I.Mech.E., M.C.I.B.S.E.
Chief Executive / Prif Weithredwr

STEVEN RICHARDS-DOWNES
*Director of Education
Cyfarwyddwr Addysg*

Pembrokeshire County Council,
County Hall, HAVERFORDWEST,
Pembrokeshire, SA61 1TP

Cyngor Sir Penfro,
Neuadd y Sir, HWLFFORDD,
Sir Benfro, SA61 1TP

Telephone / Ffôn 01437 764551

Please ask for
Os gwelwch yn dda gofynnwch am

Dear Parent(s) Carers and Guardians,

As you may be aware the Welsh Government needs data on a regular basis to understand overall attendance patterns and to identify the characteristics of pupils who are not attending school. I am therefore writing to you to inform you that all schools in Pembrokeshire have been asked to ensure that all parents and carers are made aware of this new data collection.

The following data will now be collected for the purpose of this project:

- Unique Pupil Number (UPN)
- Forename
- Middle name(s)
- Surname
- Gender
- DOB
- Home postcode
- Ethnic background
- Eligibility for free school meals
- Additional learning needs
- English as an additional language
- Attendance code for each half day session

The privacy notice attached will provide further information on how the data will be used in the new process. Please note any reference to 'we' in the attached privacy notice refers to Welsh Government and not an individual school.

Regards/Cofion

Steven Richards-Downes
Director for Education
Cyfarwyddwr Addysg

We welcome correspondence in Welsh and English, and will respond within a maximum of 15 working days. We will respond in the language in which the correspondence is received (unless you ask us to do otherwise). / Rydym yn croesawu gohebiaeth yn Gymraeg a Saesneg a byddwn yn ymateb cyn pen 15 diwrnod gwaith fan bellaf. Byddwn yn ymateb yn yr un iaith â'r ohebiaeth a dderbyniwyd (oni bai eich bod yn gofyn i ni wneud yn wahanol).

For a copy in large print, easy-read, Braille, audio, or an alternative language, please contact Pembrokeshire County Council on the number above. / Os am gopi mewn print mawr, fformat hawdd ei ddarllen, Braille, sain neu mewn iaith arall, cysylltwch â Chyngor Sir Penfro ar y rhif uchod.

