



WELLSPRING

We Make A Difference

General Data Protection Guidance Note

Thank you for your cooperation with our Food Safety Management procedure. We will ensure that any personal data we receive from parents/guardians as part of this procedure is done so in compliance with GDPR.

Under the GDPR, personal data can only be processed where there is a lawful basis for doing so. The GDPR provides several legal bases for processing personal data and the relevant legal basis largely depends on the nature of the personal data being processed. Allergens and food intolerance data is considered health data and under the GDPR this is a special category of data which has specific requirements.

The only relevant legal basis for the processing of allergens and food intolerance data is explicit consent from the data subject (or the parent/guardian of the child due their age) and it is only with this explicit consent that we are permitted to process the allergens and food intolerance data we receive from you.

We ask for this explicit consent from parents/guardians via our Food Safety Management Form. Without this explicit consent you will not have the legal basis to send us the allergens and food intolerance data and where you send this data to us without this explicit consent, not only will this not be in compliance with GDPR, it will be extremely difficult for us to use the data that you provide to us in our operations i.e. to prepare an alternative meal etc. This could have a detrimental effect on the standard of service that we are able to deliver.

We take your children's privacy and data protection very seriously. We have an extensive set of privacy policies in place that can be found on our website at <https://wellspringacademytrust.co.uk/about-us/policies-documents/> which set out our internal processes for safeguarding personal data.

Should you have any queries regarding our Food Safety Management Form or the use of your data, please email the Trust Data Protection Officer at privacy@wellspringacademies.org.uk

You can withdraw your consent at any time by emailing privacy@wellspringacademies.org.uk.

Thank you again for your continued cooperation.

Wellspring Catering Team

We Bake A Difference