

**Hall's Exhibition Foundation
Snettisham**

www.hallsfoundation.co.uk
Registered Charity No. 325128

Administrator
Mrs Hilary Wheal

8 Railway Road,
Downham Market,
Norfolk, PE38 9EB

Tel 07816 078942

Secondary Education

Dear Parent,

As you may know, the Hall's Exhibition Foundation exists to help in the education of young people living in Snettisham, between the ages of 11 and 25. I understand that you are the parent / guardian of such a young person and am pleased to tell you that the Governors of the Foundation have decided to grant £250 (subject to confirmation at the Annual Meeting in July) to those between 11 and 13 years of age moving from Primary to Secondary education this year.

The grant is awarded to children fully resident in Snettisham and who have resided in Snettisham for a least 1 year

Grants are also awarded to students at 16+ for further education courses and at 18+ for higher education courses

Yours sincerely
Chris Holt
(Administrator)

Email address for correspondence _____

.....
Please complete and return

The Governors of Hall's Exhibition Foundation are pleased to authorise a grant detailed below towards initial expenses to be incurred in attendance at secondary school.

The grant is wholly dependent on full time attendance for the purposes of study to children who are fully resident in the village of Snettisham and who have lived here for a minimum of 1 year.

A cheque will be forwarded to you on the understanding that this money will be returned to the Foundation if the above conditions are not fulfilled.

I accept the above conditions and acknowledge receipt of a grant of £250 (subject to confirmation) in respect of

Name of Child Date of Birth.....

Number of years resident in Snettisham

Primary School Attended Secondary School
.....

Please make the cheque payable to:

Signed..... Date

Address

.....
Snettisham
Kings Lynn
Norfolk
PE31 7.....

General Data Protection Regulations

This form must be completed and attached with your first grant application form each year

Use of Personal Data

This privacy notice lets you know what happens to any personal data that you have given, and it also applies to where we collect it.

1. What kinds of personal information about you do we process?

Personal and Contact details such as full name, address, your date of birth, age, contact details, how long you have lived in Snettisham and to what educational establishment you are attending

2. How Long Do We Keep your Data?

All annual personal documentation is kept in paper file format for a period of 18 months before being securely destroyed. No personal emails are kept on a data base.

3. Where and Why is it Collected?

Personal information is collected from you or from a Parent/Guardian.

We collect the information for assessing an application in line with the Foundation's guidelines for grants. All personal data is securely stored.

4 What are your rights under Data Protection Laws?

Under new data protection laws (2018) you have the right to :-

(i) be informed **(ii)** have information **(iii)** to object to or restrict processing information **(iv)** have information erased **(v)** request access to information

Action Required

I **Do / Do Not*** give my consent to the Hall's Foundation collecting personal information and to receiving any relevant information and application forms concerning grant applications.

For pupils Under the Age of 18 the consent must be given by a Parent or Guardian

Name of Parent/Guardian _____

I give my consent / I do not give my consent*

* Please circle the relevant responses above.

Date ____ / ____ / 20____