

10 December 2025

Dear Parent/ Carer

Annual Data Collection

We are now completing our **annual data collection** to ensure that all the information we hold on file for your child is accurate and up to date. This process is vital for several reasons:

- It allows us to communicate effectively with you regarding your child's education, wellbeing and any urgent matters.
- It ensures that we have the correct emergency contact details and medical information.
- It helps us meet our safeguarding responsibilities and comply with statutory requirements.
- It enables us to provide tailored support for your child's learning and personal development.

Please take the time to complete a form for every child you have enrolled at The Hamble School. The form should take approximately 20 minutes to complete. You can access the form using the following link:


[Annual Data Collection – Fill in form](#) All information must be submitted by **Friday 9 January 2026**.

For families where, parental responsibility is shared or split across households, please ensure that the details for both Parents/ Carers are included. However, only one form per child needs to be completed. All data provided will be stored securely and processed in line with data protection regulations. If you have any questions or need support in completing the form, please contact us at:

general@thehambleschool.co.uk

Thank you for your cooperation in helping us keep our records accurate and up to date.

Yours faithfully



www.thehambleschool.co.uk

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If, at any time, you should require special arrangements to be made when visiting the school and/or in order to participate fully in supporting your child at school (e.g. an accessible venue for meetings, if you are a wheelchair user, assistance with translation of documents or enlarged copies of communications etc.), please do not hesitate to let us know.