

CITY OF DERBY ACADEMY

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Headteacher: Mr P Smith



Thursday 28th January 2021

Dear Parent/Carer,

URGENT Action - Administrative Error - Year 11 LIVE Event - Getting in the Know

It has been brought to our attention that there was an administrative error when communicating the link for the recent LIVE Event for Year 11 students and parents. This has resulted in all parents/carers being able to see each other's email addresses.

We would like to apologise to all members of the community who this affects. We would also like to apologise for any inconvenience caused by the inadvertent sharing of data.

We have recalled the email. Can I also request that if you delete this from your inbox as a matter of urgency.

We have already reviewed how this happened and put measures in place to ensure it doesn't happen again. We have also been working closely with Data Protection Officer in the Trust.

If you have any further queries about this, please do not hesitate to contact Mr P Smith (Headteacher) - psmith@cityofderbyacademy.org

Yours sincerely
The Senior Leadership Team