



LYNDHURST PRIMARY SCHOOL

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20 January 2025

RE: "Protection of Personal Information Act" POPI ACT

For attention: Parents of new learners and reminder to existing parents
Kindly take note of the following information captured in our prospectus.

PROSPECTUS SECTION 19. PAGE 6

POPI ACT: "Protection of Personal Information Act" often called the POPI Act or POPIA. The main motivation and purpose for complying with the Protection of Personal Information Act (POPIA) is to protect people/children from harm by protecting their personal information. Upon application for your child's admission to Lyndhurst, personal information of both parents and the learners has been shared with Lyndhurst Primary School. To comply with the POPI Act, please note that at Lyndhurst, all personal information is filed in individual learner folders and is stored in the Administration Clerk's filing cabinets for safe keeping. No unauthorized persons are able to access information from these individual learner files. In addition, during special events Lyndhurst Primary takes pride in taking photographs or writing articles about our learners' accolades. These photographs or articles are shared on media/communication platforms such as D6, our school Facebook page/Website, WhatsApp groups, our local newspaper etc.

In this regard, **kindly send a signed letter to the school principal if you do not want photographs (including our annual class and individual photographs) of your child taken and articles captured and shared. This letter will keep teachers informed and will thereafter be filed in your child's personal file.**

Duly Signed
Dr S. MOODLEY
PRINCIPAL

Duly Signed
MR M. PHAKATHI SGB
CHAIRPERSON

