**Alumni Questionnaire and Data Protection Consent**

Filling in the form below will enable us to provide you with relevant communications. It will also enable us to keep your data on the Yateley Manor database, so that you do not miss out on any of the many opportunities there will be for our Alumni in the future.

Your personal data will be held by Yateley Manor and we will comply with the requirements of the Data Protection Act 1998. See the Privacy Statements at the end of the questionnaire.

May we contact you by:

Post Email Telephone

It is important that you inform us of any changes of contact details at pj@yateleymanor.com.

Please use clearly written BLOCK CAPITALS in blue or black pen. When completed, please return the forms to:

Mrs PJ Young, Yateley Manor School, 51 Reading Road, Yateley, Hants GU46 7UQ

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| --- |
| **Personal Details** |
| Title | Forenames | Surname |
|  |  |  |
| Date of birth |  (DD/MM/YYYY) |
| Current address and contact numbers |
| Address line 1 |  |
| Address line 2 |  |
| Town/City |  |
| County |  |
| Country |  |
| Post Code |  |
| Your Home TelephoneNumber |  |
| Your Mobile TelephoneNumber |  |
| Your email address |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| What date (approx m/y) did you join Yateley Manor? |  | What date (approx m/y) did you leave Yateley Manor? |  |
| Which year groups did you do at Yateley Manor |  | Which house were you in (if applicable) |  |
| Which teachers do you best remember? |  |
| What are your best memories of the school?  |  |
| **Please enter the names of any relatives who attended Yateley Manor** |
| Name | Dates at Yateley Manor if known | Relationship to you |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Privacy Statement**

Your privacy and the security of all information that you give to us are of vital importance to Yateley Manor. Your personal information will be held on the Yateley Manor database in accordance with the Data Protection Act 1998. Security measures to protect your personal information and privacy are in place and will be used for Alumni purposes. The only people who will see your data are Alumni Relations personnel and/or agents contracted by them.

Alumni data may be shared with academic, administrative and support departments at Yateley Manor to promote close links between the School and its former students, staff and parents. Additionally contact details may, in the future, be provided to Committee Members of the Group, who will have signed a data protection agreement.

By giving your postal address, telephone number/s and or an email address, you authorise the School to contact you using any of these methods. We will also send you information about reunions and fundraising events.

If you have any questions concerning data protection or this questionnaire you are welcome to contact us at pj@yateleymanor.com. Alternatively, our data protection and information sharing policies can be found on the Yateley Manor website.

If you do not wish to be contacted by us, please complete details of your name, tick the box below and return the form to Yateley Manor.

I consent to the Yateley Manor processing my personal date for the purposes described above.

Signed …………………………………………………………………………

Print name ………………………………………………………………….

Date …………………………………………………………………………..

Thank you for taking the time to complete this questionnaire.