

Dear Colleague,

Sligo Education Centre is compiling a list of teachers who are available for substitute work in the area for the school year 2017/8

Please sign and return the attached form to Sligo Education Centre if you wish your details to be shared with local schools and to appear on our website . Under data protection only those teachers who return a signed form will have their details included. Please ensure that a current contact phone number is given. Please contact the Centre immediately if your contact details change or if you are no longer available for work.

Yours sincerely,

Mary Hough

Director

DATA PROTECTION AGREEMENT

For inclusion on Sligo Education Centre

Substitute List and Web site

"I agree to have my name, home address, qualifications, email contact and work mobile phone contact included in a mailshot to schools from Sligo Education Centre for the purposes of obtaining substitute work. "

Please tick : Yes _____ No _____

" I also agree to having my name, local area, qualifications, and work mobile phone number displayed on the Sligo Education Centre Website in order that schools may access them easily. Home address is not given for personal safety reasons , however area is given , e.g Sligo Town .It is my responsibility to inform the Education Centre of any changes to my contact details and I may ask for my details to be removed at any time."

Please tick : Yes _____ No _____

Name(Print): _____

Address: _____

Signature: _____

Dated: _____