



# LYMM HIGH SCHOOL

September 2018

Dear Parent/Carer

**Re: Information needed**

Over the summer break, there was an issue with the school's information management system (SIMS) which stores all of our students personal information. This was a nationwide issue which was fortunately realised by Capita (the owner of SIMS) very early on and therefore there was no data breach.

It has only affected a small number of students but those affected now have no address or contacts linked to them and therefore we need to collect this information again. On Monday those students affected will be given an information form to bring home. Please can you check with your child to see if they have been given one. If so, please complete and return to school as soon as possible so the system can be updated accordingly.

Should you need to discuss this, then please do not hesitate to contact me on the number below.

Yours faithfully,

Tina McGuffie  
Business Manager

HEADTEACHER: MR GWYN WILLIAMS

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