

## ASSURANCE STATEMENT

[School name] takes the implementation of the General Data Protection Regulation and its obligations as a data controller seriously. [School name] largely processes personal data in its own right as a data controller and does not believe that it acts as a data processor for [authority] in respect of the majority of its activities.

However, given the extent of data sharing between [school name] and [authority], we have set out below the steps we are taking as part of our preparations.

*Depending on the steps taken by a school some or all of the following may be appropriate:*

- We have appointed [NAME] as our Data Protection Officer/We are currently deciding who to appoint as Data Protection Officer/We do not need a Data Protection Officer because...
- We have audited the personal data we hold and confirmed our reasons for holding it in order to help us meet our record keeping and transparency requirements.
- We have reviewed our security measures in order to meet GDPR standards.
- We have reviewed our data processing arrangements with third parties and [have put]/[are in the process of putting] appropriate contracts or contract variations in place.
- We have identified data transfers outside the EEA and [have put]/[are in the process of putting] appropriate protection in place.
- We have updated our internal policies and carried out staff training.

[School name] would be happy to update the contract to contain updated provisions on data sharing with [authority] setting out the obligations of both parties in respect of security and mutual co-operation. [We attach our proposed wording].