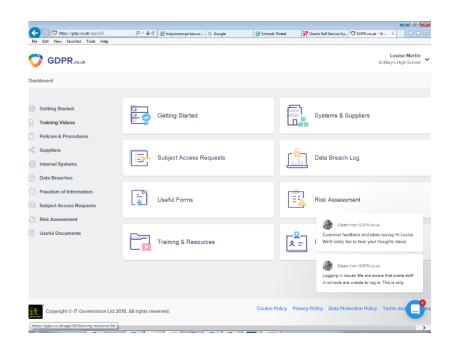
GDPR Awareness Training

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A password will be emailed to you.

Click on Training Video



Once completed the training will you be issued with a certificate of completion. Please ensure this is handed to the Business Manager who is the DPO

Take time to visit the Policies and Procedures tab. If at any time you are unsure whether you can share data, please speak to the DPO.

- All breaches must be reported immediately to the DPO as we have 72 hours in which to report if reportable and action.
- All requests for subject data must be directed to the DPO immediately as we 1 month to collate and respond under law.

Getting Started		ies & Procedu	ures Log	Add Document / Video My Policies & Procedure		
Training Videos						
Policies & Procedures						
Suppliers		Reference	Title	Staff		
Internal Systems		001	Privacy Notice - Workforce	34/89		
Data Breaches Freedom of Information		002	Data Protection Policy	33/89		
Subject Access Requests		004	Retention Guidelines	28/89		
Risk Assessment Useful Documents		006	Subject Access Request Form	28/89		
		006.1	Subject Access Record - DPO only	20/89		
		007	USB Encryption Consent	20/89		
		008	Safe Disposal of Administrative Records	Claite from GDPR.co.uk Customer feedback and ideas survey HI Louit We'd really like to hear your thoughts about		
		009	Photography under GDPR			
		005	Disposal of Records Tracker	Clare from GDPR.co.uk Logging in issues We are evare that some staff in schools are unable to log in. This is only		
		Action Checked -				