

GOVERNOR CONSENT FORM

Castle Camps C of E Primary fully complies with information legislation. Please see the ***Privacy Notice for Governors*** on the school's website.

This form explains the reasons Castle Camps C of E Primary may collect certain personal data from you. Please read the form thoroughly and outline your agreement as appropriate.

Name:	
Date:	
Role:	

Why do we need your consent?

There is some information that we need from you as a statutory requirement:

- Your name
- Contact details
- Date of birth
- Occupation

We are required, for example, to pass on your details to Companies House and the GIAS service provided by the government. Our legal basis for collecting this information, therefore, is not consent on your behalf; instead, it is a statutory requirement imposed upon us.

However, we will also request from you information for which we require your consent:

- Brief biographies
- Photograph
- Sharing with other Governors
- *List others*

The remainder of this form refers solely to these items of data, i.e. the ones for which we require your consent.

Without your consent, Castle Camps C of E Primary will not use this data. If there are only certain conditions under which you would like your data to be used, Castle Camps C of E Primary will abide by the conditions you outline in this form.

How will we use your data?

Please see the Privacy Notice for Governors on the school's website.

What are the conditions of use?

- This consent form is valid for the current 2019/20 academic year. Consent will be refreshed if any aspect of the data management changes.
- It is the data subject's responsibility to inform the Data Protection Officer (DPO) in writing if consent needs to be withdrawn or amended.
- The School will only use the data outlined in this form as you have consented to.
- The School will not use any sensitive data for any purposes without first seeking additional consent, unless the School has another lawful basis for processing, such as a legal obligation.
- The School will retain your data until this consent form is invalid, due to expiry, withdrawn consent, or you no longer serve as a Governor at the School.

Providing your consent

Please read the following conditions thoroughly and provide your consent as appropriate by ticking either 'Yes' or 'No' for each criteria.

The School will only process data which you have provided consent for.

I provide consent for the school to process:	Yes	No
Photographs		
Biography		
Sharing with other Governors		

Refreshing your consent

This form is valid for the current 2019/20 academic year and it will be updated on an annual basis. Governors will be required to fill in a new form every academic year.

Consent will also be refreshed where any changes to circumstances occur – this can include, but is not limited to, the following:

- New requirements for consent, e.g. the school wishes to request to process another piece of data.

Where you would like to amend the provisions for which consent has been provided, you must submit your request in writing to the DPO. A new form will be supplied to you to amend your consent accordingly and provide a signature.

Withdrawing your consent

Data subjects have the right to withdraw their consent at any time. If you would like to withdraw your consent, you must submit your request in writing to the DPO.

Declaration

I,, understand:

- Why my consent is required.
- How the School will use my data.
- Which other organisations may have access to and use my data.
- The conditions under which the School will use my data.
- That I have provided my consent above for the specified conditions of use.
- That consent is refreshed annually and I will be asked to re-provide my consent at the beginning of the next academic year.
- That I will be asked to re-provide where any circumstances change.
- That I can amend or withdraw my consent at any time and I must do so in writing to the DPO.

Name of Governor	
Signature	