

GPDR Action Plan



2018

What is the issue?	<ul style="list-style-type: none"> The General Data Protection Regulation (GDPR) comes into force in the UK on 25 May 2018. The GDPR introduces strict new privacy requirements for data controllers and data processors in handling personal data. It also provides data subjects with significantly greater control and rights over the manner in which their data is collected, shared, retained, and destroyed.
Where is the issue?	<ul style="list-style-type: none"> LA's and all schools
What is the context?	<ul style="list-style-type: none"> Many of the core concepts and principles within the GDPR are included in the current Data Protection Act. There are however some significant changes and enhancements to the existing law which will require the full understanding and compliance of all data controllers and data processors One of the key elements in the new regulation, which requires substantial changes, is the current data privacy notice that schools are required to issue to pupils and/or parents. The Privacy Notice sets out information about the collection and processing of pupils' personal and performance information by the Welsh Government. As individual organisations, schools and local authorities are required to produce their own privacy notices in their role as data controllers.
How do we know?	<ul style="list-style-type: none"> WAG Guidance on the General Data Protection Regulation (GDPR) and revised Privacy Notice DoE Guidance
What is the target?	<ul style="list-style-type: none"> All pupils (Where appropriate) and parents must be made aware of the new requirements and schools need to ensure that all pupils/parents have been made aware of its existence (Privacy Notice) and how they can obtain copies.
What is the measure?	<ul style="list-style-type: none"> Tasks contained in the Action Plan(Below) are completed
How will we address the issue?	<ul style="list-style-type: none"> Appoint a School Named Data Protection Officer- 25/5/18

	<ul style="list-style-type: none"> • Adapt David Bridge's exemplar policy and place on website-25/5/18 • Adapt David Bridge's exemplar Privacy notice and place on website-25/8/18 • Inform parents about the above documentation-25/5/18 • Inform older pupils about data protection-Also place the link to the guide for children on the school website- the Welsh Government have produced a child friendly version on the WAG website-1/7/18 • Data controller(HT) to create risk assessments of the main potential data breaches and action accordingly-1/9/18 • Review the permission forms you use on admission e.g. photo consent etc.-September 2018 • Ensure full not presumed consent is acquired. • Hold awareness training for staff-Joint Staff Meeting with St. Winefride's Holywell – David Bridge led this. May 2018
<p>Who will address the issue?</p> <p>SMT will Governors will Teachers will</p>	<ul style="list-style-type: none"> • Make staff and pupils (where appropriate) aware of data protection issues • Approve and monitor the new policy and privacy notice • Adhere to data protection advice from briefings
<p>When will we review the progress?</p>	<ul style="list-style-type: none"> • Termly
<p>What resources are needed? What is the cost?</p>	<ul style="list-style-type: none"> • Services of GDBR Consultancy Ltd. David Bridge-£200 • Training for staff-Staff Meeting to share David Bridge's Power point Presentation/important information