

Hallam Fields Junior School Subject Access Request Form

Data Subject (person who information is about)

Title Name Date of Birth Year group (if child or young	
Date of Birth Year group (if child or young	
Year group (if child or young	
norson\	
person)	
Person making the request	
Name	
Date of Birth	
Address	
Email Address	
Contact phone no	
Identification Evidence Provided	
(if required)	
Passport	
Driving licence	
Or two forms of	
Utility bill within last 3 months	
Bank statement of last three	
months .	
Council Tax bill	
Rent book	Ì
Status of person making request	
Parent or person with Parental	
Responsibility	
Are you acting on their written	
authority (please provide a copy	ĺ
of the consent)	
If not the parent or with PR,	
what is your role?]
Details of Data Requested	

For information on how we collect, store and share your data, please refer to our school website www.hallamfield.derbyshire.sch.uk, contact Sharron Ashby, School Business Manager on 0115 9322568 mrsashby@hallamfields.derbyshire.sch.uk or our Data Protection Officer Mr John Walker, Solicitor, 14 Forsells End, Houghton on the Hill, Leicester LE7 9HQ telephone 07736 669961.

Declaration	
data requested about me.	, hereby request that Hallam Fields Junior School provide the
Signature:	Dated:
data requested about	, hereby request that Hallam Fields Junior School provide the (insert child's name) on the basis of the authority that I have
Signature:	Dated: