

TRINITY ROAD PRIMARY SCHOOL

Declaration of pecuniary and personal interest

Name: Tessa Houghton

Position: CO-OPED GOVERNOR

I, Tessa Houghton (Name), declare as a Governor (Associate Member/Staff Member) of Trinity Road Primary School that I hold the following personal and/or pecuniary interest(s):

Pecuniary interests	Please provide details of the interest
Current employment	HR Manager - currently between roles
Businesses (of which I am a partner or sole proprietor)	N/A
Company directorships – details of all companies of which I am a director	N/A
Charity trusteeships – details of all companies of which I am a trustee	N/A
Membership of professional bodies, membership organisations, public bodies or special interest groups of which I am a member and have a position of general control or management	N/A
Gifts or hospitality offered to you by external bodies while acting in your position as a governor/trustee and whether this was declined or accepted in the last 12 months	N/A
Contracts offered by you for the supply of goods and/or services to the trust/school	N/A
Any other conflict	N/A None

Data Protection Governor Consent Form

Trinity Road Primary School fully complies with information legislation. Please see the *Privacy Notice for Governors* on the school's website or call the school office if you are unable to access the internet.

This form explains the reasons why Trinity Road School may collect certain personal data from you. Please read the form thoroughly and outline your agreement as appropriate.

Name:	TESSA BUCKHAM
Date:	28/2/21
Role:	CO-OPTED GOVERNOR

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 Getting Information About Schools (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, for example:

- Brief biographies
- Photograph
- Sharing with other Governors
- Others as required

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, Trinity Road Primary School will not use this data. If there are only certain conditions under which you would like your data to be used Trinity Road Primary School 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 2021/22 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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Biography	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sharing with other Governors	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>

Refreshing your consent

This form is valid for the current 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, Anna Teresa Hughes (name of data subject), 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	TESSA HUGHAM.
Signature	