



## Subject Access Request Form

Data Subject (*who the data request is referring to*):

Title	
Name	
Date of Birth	
Year Group ( <i>if applicable</i> )	

Person making the request:

Name			
Date of Birth			
Address			
Email Address			
Contact phone no			
Identification Evidence provided:	Passport		
	Driving License		
	Or: ( <i>two forms of</i> )		
	Utility Bill or Bank Statement (last 3 months)		
	Council Tax bill		
	Rent book		

Status of person making request:

Parent or person with Parental Responsibility. <i>Please give details of your role.</i>				
Are you acting on their written authority?	Yes		No	

Details of Data Requested (*Please provide as much information as possible*):

## Declaration

*Please complete one of the following:*

I, ..... hereby request that Dale Community Primary School and Stonehill Nursery School, provide the data requested about me.

Signature: ..... Date: .....

I, ..... hereby request that Dale Community Primary School and Stonehill Nursery School, provide the data requested about .....  
(*insert child's name*) on the basis of the authority that I have provided.

Signature: ..... Date: .....