**Pupil consent to releasing information to parents under a subject access request**

**Notes to the Data Controller:**

This consent form is to be used when a subject access request is made by a parent/carer and the request is to receive information relating to their child.

This form should be used if their child is deemed to be capable of understanding and providing consent regarding how their data should be used. The law recognises that children aged 13 years old and above are usually seen as capable of providing consent unless there is evidence to suggest that, despite their age, they would not understand what they are providing consent for.

I understand that my parent/carer has made a subject access request to receive details relating to the personal information that the school hold about me.

I understand that the request is to receive \*\*\*enter details of the request here\*\*\*\*\*\*\*\*\*\*\*\*\*.

I understand that certain records will not be able to be provided to my parent/carer; this includes if they are deemed to identify another individual or capable of identifying another individual, if the record would potentially pose a safeguarding risk to me or another individual if it was disclosed or for other specific reasons that prohibit the disclosure of personal data set out in law.

I understand that once I have provided consent, I cannot withdraw my consent once the personal information has been collated and sent out to my parent/carer.

I confirm that I consent to my parent/carer receiving the disclosable information that the school holds about me, as requested.

Signed……………………………………………….

Print Name………………………………………….

Date…………………………………………………

Witnesses by……………………………………….