

Oxford Diocesan Schools Trust

St Mary's Convent, Denchworth Road, Wantage, Oxfordshire OX12 9AU



ODST Data Sharing Decision Form

(based on ICO template)

For use by the organisation taking the decision to share data

Name of organisation receiving request to share data

Name of organisation requesting data

Name and position of person requesting data

Date request received

Description of data requested

Data controller relationship:

Joint

Separate

Will there be a data sharing agreement in place?

Yes

No

Purpose of sharing

Lawful basis for sharing – please state which

Why is sharing 'necessary'?

Are additional conditions met for special category data or criminal offence data sharing (where applicable)?

Which legal power for sharing applies (if relevant) (such as a statutory requirement or a court order)?

Has a Data Protection Impact Assessment (DPIA) been considered?

DPIA undertaken and outcome (if applicable)

Were views of DPO (or equivalent) considered? (if DPIA not done, for example)

[Redacted area]

Are there any specific arrangements for retention/deletion of data?

[Redacted area]

What are the security considerations?

[Redacted area]

What arrangements are there for complying with individuals' information rights?

[Redacted area]

Date(s) of requested sharing (or intervals if data is to be shared on a regular basis)

[Redacted area]

Decision on request

Reasons(s) for sharing or not sharing

Decision taken by (name and position)

Signed:

Dated: