



Data Subject Declaration

I wish to access personal data that Cardinal Hume Catholic School holds. I understand that Cardinal Hume Catholic School will need to confirm my identity and my relationship to the child if I am making a request to access a child's data. I understand that Cardinal Hume Catholic School may need to contact me to obtain more information from me to find the data that I have requested.

The 30 day reply period begins once I have provided all the information Cardinal Hume Catholic School requires.

Please send me all of the information I am entitled to under the Data Protection Act 2018

Signed		Date	
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Agent's Declaration

If you are **NOT** the data subject but have authority to act on his or her behalf you must complete this declaration.

I understand Cardinal Hume Catholic School may need to contact me to confirm my identity. I understand that Cardinal Hume Catholic School may need more information from me to find the personal data that I have requested. The 30 day reply period begins once I have provided all the information Cardinal Hume Catholic School requires.

I confirm that I act on behalf of the Data Subject named overleaf and I have shown to Cardinal Hume Catholic School proof of my authority to do so.

Signed		Date	
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Please return this form to:

FOA: Mr U. Chughtai
Old Durham Road,
Gateshead,
Tyne and Wear,
NE9 6RZ

If you would like help completing this form please contact our Data Protection Lead Officer, **Mr U. Chughtai: info@cardinalhume.com**