

## Plymstock School Subject Access Request

Dear Plymstock School

Please provide me with the information about my child that I am entitled to under the General Data Protection Regulation. This is so I can be aware of the information you are processing about my child and verify the lawfulness of the processing.

Here is the necessary information we require to process your request:

<b>Name</b>	
<b>Relationship with the school</b>	Please select: Pupil / Parent / Employee / Governor / Volunteer Other (please specify):
<b>Correspondence address</b>	
<b>Contact number</b>	
<b>Email address</b>	
<b>Specific details of the information requested</b>	Please provide me with: <i>Insert details of the information you want that will help us to locate the specific information. Please be as precise as possible.</i>

If you need any more information from me, please let us know as soon as possible.

We will comply with your request within one month of receipt of this document.