**ELWORTH CE PRIMARY SCHOOL**



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**Data Subject Access Request**

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| Section 1 Parent / Carer’s Details |
| Forename(s): |  |
| Surname: |  |
| Current Address: |  |
|  |  |
| Current Address: |  |
|  |
|  |
|  |
| Postcode: |  |
| Daytime Telephone Number: |  |
| Email Address: |  |

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| Please provide copies of two pieces of identification |
| Passport [ ]  | Utility bill showing current home address [ ]  |
| Photo driving Licence [ ]  | Bank statement or Building Society book [ ]  |
| Foreign National Identity Card [ ]  |

Please do not send an original passport, driving licence or identity card. Identity can be verified by presenting documents at the school office

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| Section 2 Data Subject - Pupil’s Details |
| Forename(s): |  |
| Surname: |  |
| Date of birth (dd/mm/yyyy) |  |
| Gender | Male [ ]  Female [ ]  |
| Class |  |
| Section 3 Details of Information Required  |
| Please use this space to give us details about the information you are requesting. |
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| Section 4 Declaration |
| The information that I have supplied in this application is correct an I am the parent/carer for the child to whom it relates |
| Signature of applicant: | Date: |
| Print name: |