

TUESDAY'S LIVE TOP TIP



OUR WEEKLY DOSE OF SMART BUSINESS AND FINANCE TOP TIPS



Keep a Data Sharing Agreement Register

Why?

Know Who Receives Your Data

- Record significant or routine data-sharing arrangements.
- Identify the purpose and lawful basis for sharing.

Keep Arrangements Current

- Review agreements when processing changes.
- Remove arrangements that are no longer required.

Benefit

ISchools routinely share personal data with local authorities, payroll providers, health services, software suppliers and other organisations. Without central oversight, agreements can become outdated or responsibility for reviewing them can be unclear.

Maintaining a register helps identify what is being shared, with whom and under what arrangements. It also provides a useful prompt for periodic review, helping ensure information sharing remains necessary, proportionate and supported by appropriate safeguards.

Useful Resources

- ICO – Data Sharing Code of Practice
- DfE – Data Protection in Schools