

Subject Access Request

Iqra Academy, Enterprise Way, Peterborough PE3 8YQ

Re: subject access request Please provide me with the information about me 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 me, and verify the lawfulness of the processing.

Here is the necessary information:

Name	
Relationship with the Academy	Please select: Pupil / parent / employee / governor / volunteer Other (please specify):
Correspondence address	
Contact number	
Email address	
Details of the information requested: Insert details of the information you want that will help us to locate the specific information. Please be as precise as possible, for example: <ul style="list-style-type: none">• Your personnel file• Your child's medical records• Your child's behavior record, held by [insert class teacher] Emails between 'A' and 'B' between [date]	

Once completed pass this form to the Head Teacher or email admin@lqraacademy.org.uk