

**Information Sharing Agreement between Derbyshire County Council and Derbyshire Schools  
(Including Academies and Multi Academy Trusts)**

**Information Sharing Schedule 2**

**September Guarantee Offers for 16 and 17 year olds**

Partners involved in Information Sharing Activity	Derbyshire County Council  Derbyshire Schools (Including Academies and Multi Academy Trusts)
Reason of information to be shared	To support statutory duty of schools and Council to promote education employment and training of young people and as part of statutory return to DfE
Legal basis and Statute of information to be shared	Legal Obligation Art 6(1)c - Processing is necessary for compliance with a legal obligation to which the controller is subject  Education and Skills Act 2008
Information to be Shared	CORE+ YP ID School Forename Surname DOB Still in Cohort (from Intended Destination Survey) School Moved To (from Intended Destination Survey) Intended Destination (from Intended Destination Survey) Establishment Intending to Attend (from Intended Destination Survey) Intended Course Level (from Intended Destination Survey) STEM Course (from Intended Destination Survey) Occupational Preference (from Intended Destination Survey) September Offer Type Offer Destination Home Telephone Number Notes
How will Data Subjects be made aware of data sharing process and their rights	Privacy Notices of partner organisations
Format of Information to be Shared	Pre-formatted MS Excel Spreadsheet
Data Minimisation Control	Information to be shared reviewed on annual basis by CS Info and ICT service

Data Quality Controls	Partner organisations will comply with terms of current Information Sharing Agreement between Derbyshire County Council and Derbyshire Schools (Including Academies and Multi Academy Trusts)
Security Controls on Information Sharing	Information will be shared via Perspective Lite Secure Web Portal and in accordance with terms of current Information Sharing Agreement between Derbyshire County Council and Derbyshire Schools (Including Academies and Multi Academy Trusts)
Retention and Disposal Controls	Partner organisations will comply with terms of current Information Sharing Agreement between Derbyshire County Council and Derbyshire Schools (Including Academies and Multi Academy Trusts)
Timing and Frequency of Data Sharing	Data collected from schools once every year between July and September
Contact Details of Partners	<p>Derbyshire County Council CS Info &amp; ICT service will maintain list of school/academy/trust contacts for this process.</p> <p>Contact e mail address for CS Info and ICT service is <a href="mailto:cs.informationenquiries@derbyshire.gov.uk">cs.informationenquiries@derbyshire.gov.uk</a></p>