

## Information Sharing Agreement between Derbyshire County Council and Derbyshire Schools (including Academies and Multi Academy Trusts)

### Information Sharing Schedule

#### Special Educational Needs and Disabilities (SEND) Quality Assurance Activity

Partners involved in information sharing activity	<p>Derbyshire County Council</p> <p>Derbyshire Schools (including Academies and Multi-Academy Trusts)</p>
Reason of information to be shared	To support statutory duty of schools and Council to monitor provision for pupils with special educational needs and disabilities
Lawful basis and statute of information to be shared	<p>The lawful basis for sharing information between the Parties has been identified as:</p> <ul style="list-style-type: none"> <li>Article 6(1)(e) processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.</li> </ul> <p>Where special category personal data is shared between the Parties, the lawful basis has been identified as:</p> <ul style="list-style-type: none"> <li>Article 9 (2)(g) processing is necessary for reasons of substantial public interest, on the basis of Union or Member State law which shall be proportionate to the aim pursued, respect the essence of the right to data protection and provide for suitable and specific measures to safeguard the fundamental rights and the interests of the data subject.</li> </ul> <p>The relevant substantial public interest condition in Schedule 1 of the Data Protection Act 2018 is:</p> <ul style="list-style-type: none"> <li>Schedule 1, Part 2, para. 6: Statutory purposes – processing is necessary for the exercise of a function conferred on the data controller by an enactment and is necessary for reasons of substantial public interest.</li> </ul> <p>Part 3 of the Children and Families Act 2014 places a duty on local authorities and schools/academies to work collaboratively with a view to making sure that services work together where this promotes children and young people's wellbeing or improves the quality of special educational provision (Section 25 of the Children and Families Act 2014).</p> <p>S. 22 of the Children and Families Act 2014 requires local authorities to exercise their functions with a view to securing that they identify all children and young people in their area</p>

	<p>who have or may have special educational needs or disabilities.</p> <p>S. 27 of the Children and Families Act 2014 sets out the local authority's duty to keep education and care provision under review.</p> <p>S. 28 of the Children and Families Act 2014 requires the local authorities to co-operate with local partners to exercise the local authority functions under Part 3.</p> <p>Privacy Notices All parties will ensure their privacy notices are updated to reflect terms of this agreement.</p>
Information to be shared	<ul style="list-style-type: none"> <li>• School</li> <li>• Forename</li> <li>• Surname</li> <li>• Date of Birth</li> <li>• SEN Support Plan and supporting information</li> <li>• Contact details of parents/carers</li> <li>• Contact details of a named person in school</li> </ul>
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	Industry standard electronic documents e.g. Office 365 doc or PDF.
Data minimisation control	Information to be shared has been reviewed by QA Manager SEND and will be reviewed on annual basis. Outputs will be anonymised where possible and only minimum personal information to complete each task will be shared, and published work will all be anonymised.
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 secure email 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 on a quarterly basis.
Contact details of partners	<p>Derbyshire County Council QA Manager SEND will maintain a list of school/academy/trust contacts for this process.</p> <p>Contact email address <a href="mailto:cs.qa@derbyshire.gov.uk">cs.qa@derbyshire.gov.uk</a></p>