

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

Information Sharing Schedule 1

Confirm Year 11 Cohort and Offers of Learning

Partners involved in information sharing activity	Derbyshire County Council Derbyshire Schools (Including Academies and Multi Academy Trusts)
Reason for information to be shared	To support statutory duty of schools and Council to promote education, employment and training of young people
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 Given Name Family Name DOB ULN Contact telephone number for parent/carer or young person Contact email address for parent/carer or young person Not on Roll New School Offer Status Establishment Making Offer Establishment Other 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 and reviewed on annual basis by the Digital Services Information Governance team

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 by April (to confirm the cohort and contact details) and by end of September (to confirm offers of learning)
Contact details of partners	Derbyshire Office of Data Analytics will maintain list of school/academy/trust contacts for this process. Contact email address for the Derbyshire Office of Data Analytics service: cs.informationenquiries@derbyshire.gov.uk