

## SAR Request Form

### Data Subject (person who information is about)

<b>Title</b>	
<b>Name</b>	
<b>Date of Birth</b>	
<b>Year group</b> <i>(if child or young person)</i>	

### Person making the request

<b>Name</b>	
<b>Date of Birth</b>	
<b>Address</b>	
<b>Email Address</b>	
<b>Contact Telephone Number</b>	
<b>Identification Evidence Provided</b> <i>(if required)</i> Passport / Driving licence <b>Or</b> two forms of Utility bill within last 3 months Bank statement of last three months Council Tax bill Rent book	

### Status of person making request

Parent or person with Parental Responsibility	
Are you acting on their written authority <i>(please provide a copy of the consent)</i>	
If not the parent or with PR, what is your role?	

### Details of Data Requested

## Declaration

I, ..... hereby request that Uppingham Community College provide the data requested about me.

Signed: .....

Dated: .....

I, ..... hereby request that Uppingham Community College provide the data requested about ..... (insert child's name) on the basis of the authority that I have provided.

Signed: .....

Dated: .....