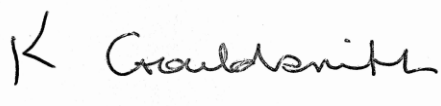
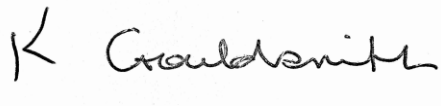




ACE Schools Multi Academy Trust

# Data Protection Training Policy

Issue	Date	Author/Reviewer Job Role	Comments	Signed by DPO
1	May 2018	<i>Sapphire Consulting</i>	New policy in line with GDPR	
2	Feb 2019	Chris Humphries Director for Performance	Updated and MAT formatted	

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## 1 Processing of personal data

- 1.1 ACE Schools MAT ensures that those with responsibility for the processing of personal data are able to demonstrate competence in their understanding of the GDPR and good practice and how this should be implemented within ACE Schools MAT.

## 2 Responsibilities

- 2.1 ACE Schools MAT ensures that all staff understand their responsibility to ensure that personal information is protected and processed in accordance with ACE Schools MAT's procedures, taking into account any related security requirements.
  - 2.1.1 The HR Department are responsible for organising relevant training for responsible individuals and staff.
  - 2.1.2 HR keep records of the relevant training undertaken by each person.