



ACE Schools Multi Academy Trust

Consent Procedure

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

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1 Scope

- 1.1 Where, in accordance with the GDPR, the consent of the data subject is required for the processing of his or her personal data, it will be within the scope of this procedure.
- 1.2 Consent of the data subject means any freely given, specific, informed and unambiguous indication of the data subject's wishes by which he or she, by a statement or by a clear affirmative action, signifies agreement to the processing of personal data relating to him or her.

2 Responsibilities

- 2.1 The data controller, ACE Schools MAT, is responsible under the GDPR for obtaining consent from the data subject.

3 Consent procedure

- 3.1 ACE Schools MAT shall be able to demonstrate that the data subject has given consent to the processing of his or her personal data.
- 3.2 ACE Schools MAT shall be able to demonstrate that the data subject has consented to the processing of his or her personal data for one or more specific purposes.
- 3.3 ACE Schools MAT shall be able to demonstrate that the data subjects consent is easily distinguishable from any other matter relating to the data subject.
- 3.4 ACE Schools MAT shall be able to demonstrate that the data subject's consent is in an intelligible and easily accessible form using clear and plain language.
- 3.5 ACE Schools MAT shall be able to demonstrate that the data subject has been informed of their right to withdraw consent before giving consent.