

## **Appendix 2: School based information**

### **1. Data Breaches in schools**

- 1.1 There were a total of 9 recorded data breaches for the period April 2022 to March 2023 – 1 cyber incident was reported to the ICO but no action was taken.
- 1.2 Breaches included pupil information being sent via email to the incorrect parent or group of parents, emails sent disclosing parents personal email addresses to all recipients, (not using bcc), information sent via post to incorrect addresses due to systems not being updated appropriately and 1 case of personal information inappropriately disclosed over the phone.

### **2. Freedom of Information and Data Protection requests to Schools**

- 2.1 Only 1 FOI request was recorded for the period, received by several of the schools.
- 2.2 A total of 27 Subject Access requests (requests for personal information) were made to schools.