

## **Appendix 4- Information Governance in Schools Statistics**

### **1. Data Protection Breaches in Schools**

1.1 Between April 2023 and March 31st, 2024, there were 13 data breach incidents, an increase on last year.

<b><u>Reason for breach</u></b>	<b><u>Quantity</u></b>
Unauthorised access and sharing of information by students	2
Unauthorised sharing of staff information	1
Unauthorised sharing of parents' contact details (tel/email)	3
Unauthorised access to information (staff)	1
Documents sent to incorrect parent (hard copy)	3
Incorrect attachment sent via email	2
Documents sent to incorrect address	1

1.2 One incident was reportable to the ICO but resulted in no further action.

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

**2.1 FOI** - A total of 6 FOI questions were recorded. Schools are their own separate 'public authorities' for the purposes of FOI requests, and 5 out of the 6 requests were received by multiple schools.

**2.2 Data Protection requests-** A total of 30 Subject Access Requests were received across all schools during the period.