

DPO Continuous Development Programme

Intermediate course agenda

Running over four months, our Intermediate DPO Continuous Development Programme is led by data protection expert and education lawyer Dai Durbridge. He will provide you with all you need to stay up to date throughout the year. Delivered remotely via Zoom the interactive and engaging course is limited to 30 delegates per course and covers:

March 2023

For the first month, we revisit some key foundation stones of GDPR knowledge and focus on the most frequent issues arising in schools and academies

29 March - 10.00am - 12.00pm

Undertaking your DPO role

- The lawful bases for processing
- Obtaining, recording and using consent
- Managing biometric data

April 2023

19 April - 10.00am - 12.00pm

- Best practice for physical audits
- Reporting to your board - actions, outcomes and expectations

25 April - 10.00am - 11.00am

Launch programme wrap-up: One-hour wrap up session to revisit the topics covered and to

May 2023

3 May - 10.00am - 12.00pm

- Understanding and responding to subject access requests in your setting

10 May - 10.00am - 12.00pm

- Retention and destruction of personal data - procedure, process and safe destruction
- Email storage and destruction
- Data Minimisation

17 May - 10.00am - 11.00am

One-hour free form Q&A

22 May - 10.00am - 12.00pm

- Effective staff training and updating - discharging your duty and evidence
- The ongoing culture challenges
- The carrot, the stick and using your disciplinary policy

June 2023

7 June - 10.00am - 11.00am

One-hour free form Q&A

9 June - 10.00am - 12.00pm

- Data Protection Impact assessments - the when, the how and why
- Sharing data safely
- Managing police disclosure requests

21 June - 10.00am - 11.00am

One-hour free form Q&A

July 2023

5 July - 10.00am - 12.00pm

- Managing complex data breaches, including reporting, remedying and learning/improving

14 July - 10.00am - 11.00am

One-hour free form Q&A
