

# GDPR Policy Statement of Intent

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GDPR -1-001

<b>Responsible post holder</b>	Group Data Protection Officer
<b>Approved by / on</b>	Trust Board & College Corporation
<b>Next Review</b>	September 2025
<b>Publication Method</b>	Website

## 1. Introduction

The Statement of Intent sets our Group Management's commitment to data protection and describes the approach by which London South East Colleges, London South East Academies Trust and LASER Education Foundation and any subsidiary companies (the Group Organisations) meet their legal obligations.

## 2. Scope

The Group GDPR policy applies to all students, staff and contractors and covers all colleges and schools as well as activities off premises but under the individual organisation's control.

## 3. Policy Statement: Our Statement of Intent

London & South East Education Group, comprising London South East Colleges, London South East Academies Trust and LASER Education Foundation, the Group Organisations) has a mission and vision to transform lives through the power of learning.

We will strive to change people's lives, creating social value and promoting social mobility in every community we work with. We are enterprising in our approach, and as an agile, multifaceted education group, we enable and empower people of all ages from 5 to 95 to 'step up' to their next opportunity in life.

Education will always be at the core of our work but for our learners and community to thrive we recognise that qualifications alone are not enough. We want to build strong, sustainable communities that are economically and socially prosperous, and for our learners and partners to join us on this journey as co-producers in achieving this vision.

We recognise the importance of creating a fully compliant legal framework in which to discharge our legal responsibilities to protect and safeguard personal data and information, and to operate a model publication scheme as defined by the ICO.

We also recognise the role of our Group Organisations as a public funded bodies to provide appropriate training to our staff and students on data protection and requirement to safeguarding personal information an increasing digitised environment. To be open, lawful and transparent in the processing of personal information and data.

The leadership teams within our Group Organisations commit to:

- Take a sensible approach to data protection and balance the need to manage risks whilst delivering a great educational experience.
- Provide and maintain a safe environment for personal data held on all data subjects; staff, students, contractors, visitors and other people who involved with our activities.
- Formally defining the roles that all staff have in providing and maintaining data protection.
- Involve students and staff in through communication, consultation and direct involvement.
- Ensuring staff are trained and informed on all

- Take all reasonably practicable steps to eliminate, substitute or control risks within the workplace through risk identification, assessment, control and monitoring and review.
- Measure and communicate what works well and what needs improvement. This includes ensuring data breaches are reported, recorded and causes identified and ensure appropriate actions are taken to prevent reoccurrence.
- Continuously improve through regular review in line with the ICO guidance and direction.
- Be transparent, fair and lawful in the processing of personal data.
- Complying with all appropriate regulations and including;
  - ✓ Data Protection Act
  - ✓ Freedom of information
  - ✓ Subject Access Requests
  - ✓ DfE funding regulations and rules
  - ✓ Ofsted regulations and expectations
  - ✓ HMRC rules and regulations
  - ✓ Data regulations defined further by ICO
  - ✓ Regulations governing GFE, MATs and charities.
- Allocate resources to meet the commitments of this policy and review this policy annually.