



Mission Statement

RCSAT nurtures the unique potential of every child through our Christian values.

FREEDOM OF INFORMATION POLICY

Effective Date: 01/04/2017

Review Date: June 2020

Review Date	Signed Head Teacher	Signed Director RCSAT
05/09/2018		

Persons Responsible for Policy:	Executive Headteacher RCSAT Headteacher Warmingham CE Primary School
Approval Date	01/04/2017
Signed:	Director RCSAT
Signed:	Executive Headteacher RCSAT
Signed:	Headteacher Warmingham CE Primary School

1. Policy Statements

- 1.1. The Directors of RCSAT are committed to full compliance with all current legislation with respect to the supply of data under the Freedom of Information legislation..
- 1.2. The Directors will also ensure that any data released under requests made through freedom of Information legislation does not conflict with the requirements of the Data Protection legislation.

2. Implementation

- 2.1. The Governing Board of RCSAT has delegated the responsibility for the implementation of this policy through written procedures to the Executive Headteacher and named staff.
- 2.2. The Governing Board of RCSAT retains the overall responsibility for actions under the Freedom of Information legislation by any and all of the schools within the Trust.

3. Governors' Responsibilities

- 3.1. To ensure that any data released is relevant to the request made under the Freedom of Information legislation,
- 3.2. To ensure that any data released under 3.1 above does not conflict with the Data Protection legislation and RCSAT-P-008 Data Protection Policy.
- 3.3. To ensure that any data prepared for release is correct at the time of release.