

 #oeGDPR

GDPR for Schools: Clarity & Compliance

Understand the impact of GDPR, how to prepare and the key steps to be compliant

oego.co/GDPR18

Expert speakers include:

Victoria Cetinkaya

Senior Policy Officer, ICO

Helena Wootton

Partner, Browne Jacobson LLP

Claire Hall

Associate, Veale Wasbrough Vizards



KEY BENEFITS

CLARITY

Understand the steps to take to prepare for GDPR

STAFF TRAINING

Ensure all staff are compliant and understand their obligations

DATA AUDIT

Learn how to carry out a robust data protection audit

GDPR for Schools: Clarity & Compliance

From the 25th May schools must comply with the new General Data Protection Regulation (GDPR)

You will know that GDPR replaces the current Data Protection Act in May, making radical changes to existing data protection rules and regulations. But, do you know how to prepare and the key steps you'll need to take? Are you confident your school will be compliant with GDPR?

To help you do just that, join us at our **GDPR for Schools: Clarity & Compliance conference**, which will provide you with the expert guidance you need to ensure you are fully prepared for the imminent GDPR changes.

Why attend this event?

- **Preparation:** Hear directly from the ICO on preparing for GDPR to ensure compliance
- **Data Protection Audit:** Learn how to carry out a robust data protection audit to know what personal data you hold and how it is being processed
- **Data Protection Officer:** Understand the requirements of the role and how to integrate these new responsibilities

Who should attend?

- Data Protection Officer
- School Business Manager
- Headteachers
- Assistant/Deputy Heads
- IT Manager
- Data Manager

With Optimus, you get much more than just a conference.

Gain access to a wealth of wraparound resources from **optimus-education.com** to make the most of your day, and take action back at school.

Send two delegates from the same school to this event and get £100 off the second delegate*

SPEAKERS



Victoria Cetinkaya

Senior Policy Officer, Public Services Group, ICO

Victoria has worked for the Information Commissioner's Office since 2009, and is a Senior Policy Officer in the Policy and Engagement Department. She gives policy advice to ICO colleagues and engages with key organisations in the education, health and local government sectors to improve compliance with information rights laws.



Helena Wootton

Partner, Browne Jacobson LLP

A partner of Browne Jacobson, Helena Wootton is an expert in data protection and information law. She has over 15 years' experience of advising on regulatory, compliance and strategic data issues across a broad range of sectors including education, technology, financial services and IT. Helena is a member of TechUK, the Data Protection Forum and Data Protection Finance Group, and regularly speaks at national and international conferences.



Claire Hall

Associate, Veale Wasbrough Vizards

Claire Hall is an Associate at VWV who specialises in data protection law. She has advised the education sector since she qualified in 2012. Claire provides practical and strategic advice which is tailored to her clients' particular needs.



Daljit Kaur

Associate, Browne Jacobson LLP

Daljit Kaur has recently joined Browne Jacobson as an associate within the education team following 11 years as an in-house solicitor for a County Council. She has an in-depth knowledge of education law and has advised numerous schools on a range of matters including Freedom of Information and Data Protection as well as presenting to School Business Managers.



Dai Durbridge

Partner, Browne Jacobson LLP

Dai is a Partner in the Education team at Browne Jacobson. Dai specialises in advising schools and academies on all pastoral education issues, including admissions, exclusions, parental complaints, use of force and searching pupils. A recognised safeguarding expert, he regularly supports schools on complex safeguarding issues including handling disclosures of abuse, managing allegations against staff and parental consent.

09:00 – 09:45	Registration and refreshments	
09:45 – 10:00	Chair's Introduction & Welcome What are the key differences between the Data Protection Act and the General Data Protection Regulation <i>Dai Durbridge, Partner, Browne Jacobson LLP</i>	
10:00 – 10:40 Compliance	Hear the latest guidance from the ICO on the steps schools should take to prepare for GDPR, and learn how to demonstrate compliance <i>Victoria Cetinkaya, Senior Policy Officer, Public Services Group, ICO</i>	
10:40 – 11:20 Staff Training	Delivering effective staff training on GDPR Understand what staff can and cannot do with data and gain methods to lead training on what they need to know to be compliant <i>Helena Wootton, Partner, Browne Jacobson LLP</i>	
11:20 – 11:30	Questions	
11:30 – 12:00	Morning Refreshments	
12:00 – 13:00	Streamed Sessions 1	
1A: Data Audit	1B: Data Security	
Know how to conduct a thorough information audit in preparation for GDPR and review what personal data you hold and how it is processed <i>Claire Hall, Associate, Veale Wasbrough Vizards</i>	Know how to identify where your school security is lacking and ensure you have the correct protection to prevent data breaches	
13:00 – 14:00	Lunch	
14:00 – 15:00	Streamed Sessions 2	
2A: Data Protection Officer	2B: Personal Data & Individual Rights	
Understand the requirements of the DPO and how you can efficiently integrate the new responsibilities with your current role <i>Gain access to our guide on who can be your Data Protection Officer before the event</i> <i>Claire Hall, Associate, Veale Wasbrough Vizards</i>	Learn how handle personal data and individual rights under GDPR, manage subject access requests and evidence when data is removed to ensure compliancy with the right to be forgotten <i>Helena Wootton, Partner, Browne Jacobson LLP & Daljit Kaur, Associate, Browne Jacobson LLP</i>	
15:00 – 15:20	Afternoon Refreshments	
15:20 – 16:20	Streamed Sessions 3	
3A: Consent	3B: GDPR across a MAT	
Gain methods to efficiently manage the option of consent and ensure you are compliant with the right to be informed	Learn how to build efficient structures across your MAT to prepare for GDPR and create a risk assessment for large scale processing of information <i>Daljit Kaur, Associate, Browne Jacobson LLP</i>	
16:20	Conference Close	

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One Day National Conference - 18 January, Manchester

How to register

1. Book online and receive instant confirmation
www.oego.co/GDPR18
2. Email: oe.conferences@optimus-education.com
3. Questions: Call 0845 450 6404

Please see www.oego.co/TandCs for our subscriptions, cancellations and refund policy

Booking reference

Pricing

Prices	Book before 15/12/17	Book after 15/12/17
Primary	£269 + VAT	£299 + VAT
Secondary	£349 + VAT	£379 + VAT
LAs	£399 + VAT	£429 + VAT
Lawyers and Advisors	£429 + VAT	£459 + VAT
Premium Plus**	You could attend this event as part of your Premium Plus package. For further information please contact your Account Manager.	

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If you do not fit into one of the above categories, please contact us on 0845 450 6404 or email oe.conferences@optimus-education.com

Four steps to preparing for GDPR

1

Before
the day

Login to your account at oego.co/GDPRResources and gain access to pre-event reading and resources

PLUS

- Use the self-assessment survey to reflect on your current situation
- Gain access to our guide on who can be your Data Protection Officer

2

During
the day

Have your questions answered by our experts and outstanding practitioners

PLUS

- Discuss challenges with peers and build up a network of support
- Select targeted workshops to suit your specific need

3

After
the day

Log in at oego.co/GDPRResources to download the speaker presentations and share these with colleagues

PLUS

- Attend a post event webinar on implementing changes for GDPR
- Use the self-assessment survey to see what you've learned

4

Share
across your school

Use our governor briefing on GDPR at your next governors meeting**

Start accessing these resources today by creating a free delegate account on oego.co/Delegate

Please contact your account manager for details or email customer.services@optimus-education.com

*Not to be used in conjunction with any other offer. Discount applies to the second delegate only

**Access for Premium Plus members only. Contact customer services for more info.