

**Appendix 2a**

**Saint Robert Lawrence Catholic Academy Trust  
Withdrawal of Consent Form – on behalf of pupil**

Please complete and sign this form and deliver to the academy office.

Please note that as a Trust we may have contractual, statutory and/or regulatory reasons why we will still process and hold details of a pupil, parent, staff member, volunteer or other person.

Where two parents share parental responsibility, or where parental responsibility is shared and the pupil is capable of expressing a view and there is conflict between the individuals, the process of withdrawing consent will be subject to an evaluation and discussion to enable a decision to be reached that is considered to be in the pupil’s best interests.

We may need to seek identification evidence and have sight of any Court Order or Parental Responsibility Agreement in some cases to action this request. If this is the case a senior member of the academy staff will discuss this with you.

**I withdraw consent for the Trust to process the personal data described below relating to the named pupil.**

<b>Name of person withdrawing consent</b>	
<b>Name of pupil that this withdrawal concerns</b>	
<b>A description of the personal data that this withdrawal concerns and for which consent was previously granted</b>	
<b>I confirm that I am the parent or carer of the named pupil and that I have parental responsibility for the pupil</b>	<i>Signed:</i>  <i>Date:</i>

<b><i>For academy use only:</i></b>	
Date received by academy	
Name of staff member receiving withdrawal form	
Record of actions taken	