



Streetsbrook Infant & Early Years Academy

Subject Access Request (SAR) Form

Requester information	
Name	
Address	
Email address	
Contact number	
Additional needs – Specify if you have any relevant additional needs, e.g. visual impairment, that the school will need to understand to be able to respond in an accessible format. Leave this section blank if not.	
Date Requested	
Request on behalf of another individual (Leave this section blank if you are requesting your own personal information)	
What is the name of the individual whose information you are requesting to access?	
What is your relationship to the individual?	
Information being requested	
Details of the personal information you wish to access	
Reason for requesting this information – You are not required to provide a reason; however, it can help the school to provide the specific information you want as soon as possible.	
Additional details – Provide any additional details you think may be relevant to the request and may help the school to find the information.	

School Use Only:

Date Received into School	
Received By	