

Knowsley Data Sharing Protocol

This protocol details the terms, as agreed with the listed educational establishments in Knowsley, on how data will be shared between them and the partners listed, including the sharing of data between clusters, networks and collaboratives of schools.

The principles of this Protocol:

1. It is understood by all concerned that the analysis and evaluation of educational data is a central facet of improvement processes, and that the responsible sharing of data and information strengthens these processes and provides the basis of support for partnership working and added improvement capacity for educational establishments working in collaboration.

2. Data that can identify an individual educational establishment will only be shared within the Knowsley educational community as listed at the end of this protocol in Appendix A. All those listed will be required to sign to adhere to the protocols. Any additional parties who wish to share information are required to sign a confidentiality agreement, outlining the duration and purpose of the associated activity that is bound by the Data Protection Act 1998. Confidentiality agreements will be issued and collated by the nominated area lead of each Collaborative

3. Pupil level data should be anonymous. Data at an individual child level will only be shared with the educational establishment the child is attending or is transferring to and, under the terms of the Data Protection Act, will only be shared with those partners / LA officers who need the data to perform their professional duties, unless agreed between individual head teachers.

4. Aggregated data from which it is not possible to identify individual educational establishments or pupils will be shared with all the educational establishment and partners / LA officers.

5. All recipients of data shared under this protocol are required to use it in a professional manner to promote mutual support and improved outcomes for children and young people.

6. This protocol expressly excludes the use of shared data to promote one educational establishment at the expense of another. The sharing of area based data should not allow individual institutions to be identified unless otherwise agreed between individual Headteacher

7. To ensure the effectiveness and usefulness of shared data, educational establishments and partners / LA officers agree to maintain the accuracy of their own data and to release it in a timely and agreed manner in line with business and monitoring cycles.

8. All legal and governmental requirements supersede this protocol.

9. It is understood that access to shared data will be agreed relative to the purpose of the data activity and the context.

10. The agreements in this protocol do not preclude any agreements made between individual head teachers or groups of head teachers.

11. To preserve and ensure the benefits of data sharing, educational establishments that exclude themselves from this protocol will not be given access to shared data.

12. The following items will be kept confidential to the educational establishment concerned unless the Headteacher (or equivalent) gives consent to do otherwise:

- **Schools identified within the Knowsley School Improvement Partnership Framework**
- **Bespoke or commissioned analyses of an individual educational establishment's data**

Appendix A

Members and Groups in the Knowsley Educational Community that have agreed to work within this protocol

- Knowsley nursery, primary and special schools and secondary Centres for Learning
- PRU
- Knowsley College
- Children Centres
- Officers in Directorate of Children and Family Services
- Any person appointed by Heads to act on their behalf

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Below is an example of data sharing at different levels:

	School Level	Cluster Level	Collaborative Level	Local Authority Level
Data	Individual pupil data	Specific Pupil Data Specific Vulnerable Group data	Aggregated Area Data – area profiles	OFSTED outcomes; floor target performance
Audience	Stakeholders defined by school	Small cluster only unless otherwise <i>agreed by the cluster</i>	Collaborative Group & other stakeholders	LA / School / Other professionals e.g. partner schools
Remit	SIP / School Development/ Individually defined	SIP – focussed work	Commissioning of Services	Raising attainment / Removing concern