



Annual Statement of Compliance

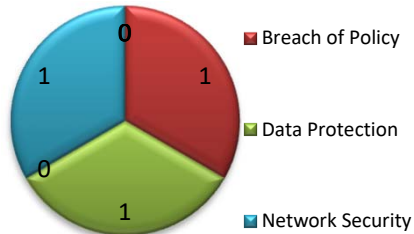
1. Summary of Audit Findings

Organisation:	Overall Opinion	Good Assurance	Previous outcome	Adequate Assurance	Direction of Travel	Higher compliance	
Chelmsford County High School for Girls	Audit Sponsor	Melissa Mulgrew			Report Issued	10/07/2019	
Summary Findings		Audit Areas Overview:			Colour Key		
<p>Congratulations on your improving compliance, you have shown commitment to complying with the new legislation. You now need to build on your positive start and use the recommendations from your recent audit to further improve.</p> <p>You need to have a documented role description for the SIRO.</p> <p>Please publish the Data Protection Statutory Policy with the overarching Privacy Notice on your website.</p> <p>Once completed your security measures document can also be published to provide assurance that you have appropriate measures in place to secure personal data.</p> <p>Please consider your email retention policy to help you manage technical security and achieve data minimisation.</p>		Roles	Policy	Reporting	Notification	Assets	Critical priority issues identified
							Major priority issues identified
		Flows	Training	Retention	Risk	Suppliers	Moderate priority issues identified
							No / Minor Issues identified
		Requests	Incidents	Assessment	Notices	Consent	Not assessed as part of this audit by request or not applicable
		Biometrics	Photo/Video	CCTV	Marketing	Security	
					 		

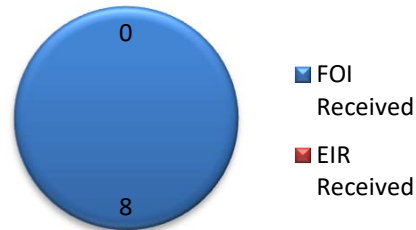
Action Plan Recommendations

Audit Action Plan		
Ref	Audit Area	Description
2	General	A Risk Owner is in place with a documented role description
10	Policy	Publish the Data Protection and Statutory Requests policies on the website in the same location as your other policies
17	Procedures	Publish a Data Protection Policy Statement on your website alongside your privacy notices
23	Procedures	Ensure you are able to extract data in order to satisfy a request for specific footage
28	Procedures	Ensure that you have scheduled annual reviews to identify records due for review and destruction, ensuring all those records in excess of the retention period have been either destroyed, or if retained, the rationale for retention is clearly documented and a new review date set
29	Procedures	A comprehensive Retention Schedule is in place
30	Procedures	Data is structured in a way that supports effective management of retention
48	RoPA	There is a general description of 'Organisational and Technical Security' in a Security Measures document

Security Incident type



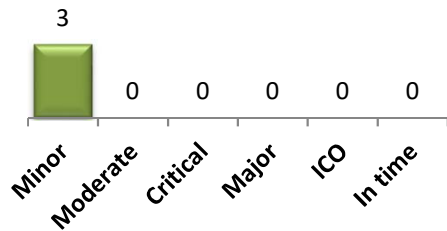
FOI/EIR received in yr



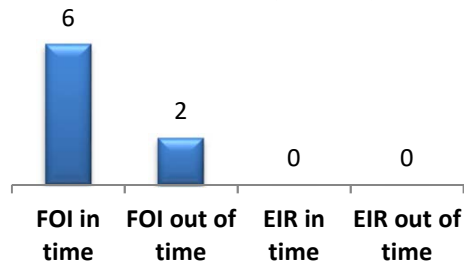
SARs Received



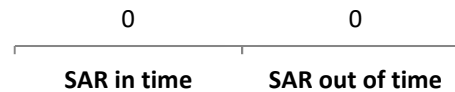
SI severity



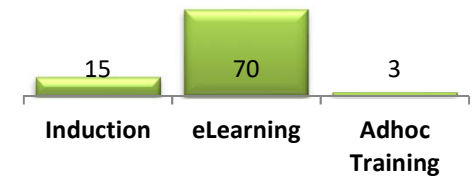
FOI/EIR compliancy



SAR Compliancy



Staff Training



DPO commentary

Congratulations on reaching a good level of assurance. You are to be congratulated on your commitment and work in this area. You will still have recommendations on your audit report to further improve based on best practice. Should you need any further advice or guidance on progressing any of the recommendations, please do contact us at IGS@essex.gov.uk or by calling 0333 032 09760 for support.