

Addendum

For Schools that wish to share their MIS Data with their Local Authorities

The terms and conditions that govern Arbor’s provision and your Institution’s use of the Arbor System as set out in your Contract with Arbor including without limitation the Arbor Master SaaS Terms and Conditions and related Schedules (together, the “**Existing Contract**”) shall apply to all processing of Personal Data (as defined in the Existing Contract) that is performed pursuant to the LA Data Sharing described herein, except to the extent they are expressly supplemented or amended by this addendum (the “**Addendum**”).

In this Addendum:

the term “**LA**” shall be taken to mean the local authority with whom the Institution wishes to share its Institution Data including any Personal Data held within the Arbor System;

the term “**LA Data Sharing**” shall mean where the Institution agrees to share its Institution Data including Personal Data within the Arbor System with the LA, in respect of which such data may include any or all of the following:

1. Data that is publicly available in relation to the Institution and held within the Arbor System e.g. from its GIAS profile or the Ofsted website;
2. Institution Data from the Arbor System that the Institution must supply to the LA e.g. Pupil Exclusion information;
3. All other data from the Institution’s MIS System, which may include permission granted by the Institution to the LA to login to the Institution’s MIS System for purposes agreed between the Institution and LA (e.g. for the LA to provide support services to the Institution).

No signatures required

By clicking and approving the request from the LA to the LA Data Sharing the Institution agrees to be bound by and comply with the Existing Contract and this Addendum.

This Addendum is agreed between:

- A. Arbor Education Partners Limited; and
- B. Institution approving the LA Data Sharing.

This Addendum supplements and amends the Existing Contract as set out herein and shall take effect upon the date on which the LA Data Sharing is approved by the Institution within the Arbor System.

Capitalised terms have the meanings given to them in the Existing Contract unless otherwise defined herein.

1. The Institution hereby authorises and instructs Arbor to provide access to the Institution Data including its Personal Data to the LA pursuant to the approved LA Data Sharing.
2. The Institution hereby agrees and warrants that:
 - 2.1. it is the controller of the Personal Data to be shared with the LA and of its subsequent processing by the LA as an authorised processor of the Institution;
 - 2.2. its, and the LA's processing of the Institution Personal Data will be performed in a manner that is compliant with their respective obligations as a controller and/or processor under the Data Protection Legislation in respect of such Institution Data; and
 - 2.3. it has obtained all such permissions and authorisations as may be necessary to render lawful the processing by or on behalf of the LA enabled by this Addendum.