

Proposal to supply  
GDPR Professional Services & GDPRiS



Prepared for



For further information please contact [hbaker@groupcall.com](mailto:hbaker@groupcall.com)

## GDPR Solution and Project Scope:

Groupcall has been providing secure data services for schools, Local Authorities and Academy Trusts for more than 16 years and with the advent of the new GDPR legislation coming into force in May 2018, we are now offering Academy Trusts and Federated Schools an end-to-end solution that supports them and their schools working towards compliance. Groupcall has been ISO 27001 & ISO 9001 for many years and fully complies with the existing data protection laws across the UK. Although GDPR offers new challenges, we believe that we're perfectly placed to work with schools, Academies and Trusts by offering a clear pathway to compliance around the new legislation.

Our approach is a combination of training, professional services and a cloud-based school portal making it easier to manage GDPR requirements now and in the future. We have a cost effective GDPR provision with a menu of services outlined on page 7 of this document which can be procured as individual elements as well as a package. It's designed to be flexible and ensures that budget is spent on the areas that need it most.



# THE PATHWAY TO GDPR COMPLIANCE FOR SCHOOLS



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**GDPR Awareness:** Groupcall has produced a free eBook specifically designed to help schools understand their legal obligations under GDPR. This comprehensive guide provides the initial step onto the Groupcall GDPR pathway and is recommended prior to taking one of our training courses. The eBook can be downloaded from this link -<https://www.groupcall.com/gdpr-ebook-for-schools-staff>.

Alternatively, we can offer your Diocese/Trust or federations of schools an onsite GDPR awareness session for the senior management teams. The awareness session is primarily targeted at senior leaders, data protection leads, compliance and governance officers, data managers and heads of education and offers a great foundation for bringing your strategic team together with one of our qualified GDPR practitioners. On completion of the awareness session, delegates will have:

- Awareness and understanding of the new GDPR and its impact on your organisation
- Key changes relevant to schools
- The requirements that GDPR will impose on you
- An overview of the steps you will need to take to ensure your organisation is compliant

**GDPR Preparation:** We understand Churchmarketplace work closely with the Catholic Education Service (CES) and Churchmarketplace have Solicitors providing the schools with legal services which follows the CES policy and guidance. The CES will be publishing a GDPR policy and privacy notice for schools to adopt. However, should alternative legal services be required Groupcall has partnered with Michelmores solicitors who provide various professional legal services to schools around GDPR including practical training to staff on how the policies work.

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**GDPR Training Days** – Groupcall has provided GDPR training for thousands of schools and have found that Academy Trusts and federation of schools are keen to explore a cost-effective offering that can be delivered to all of their academies/schools. These training sessions are hosted at a location at the Trust or hosted school, which makes attendance easier for all attendees. This approach also enables us to form a partnership with the Diocese/Academy Trust

**GDPR Governance:** GDPRiS is an intuitive and cost-effective platform designed for schools to manage and maintain their GDPR requirements from one central location. The platform provides schools with the ability to manage supplier relationships, data map existing products and services, schedule audits, report data breaches, upload policy documents, store support documents and training videos (provided by GDPRiS) and manage all school members of staff that have access to personal pupil data, as well as those staff members that may not exist in the schools MIS platform.

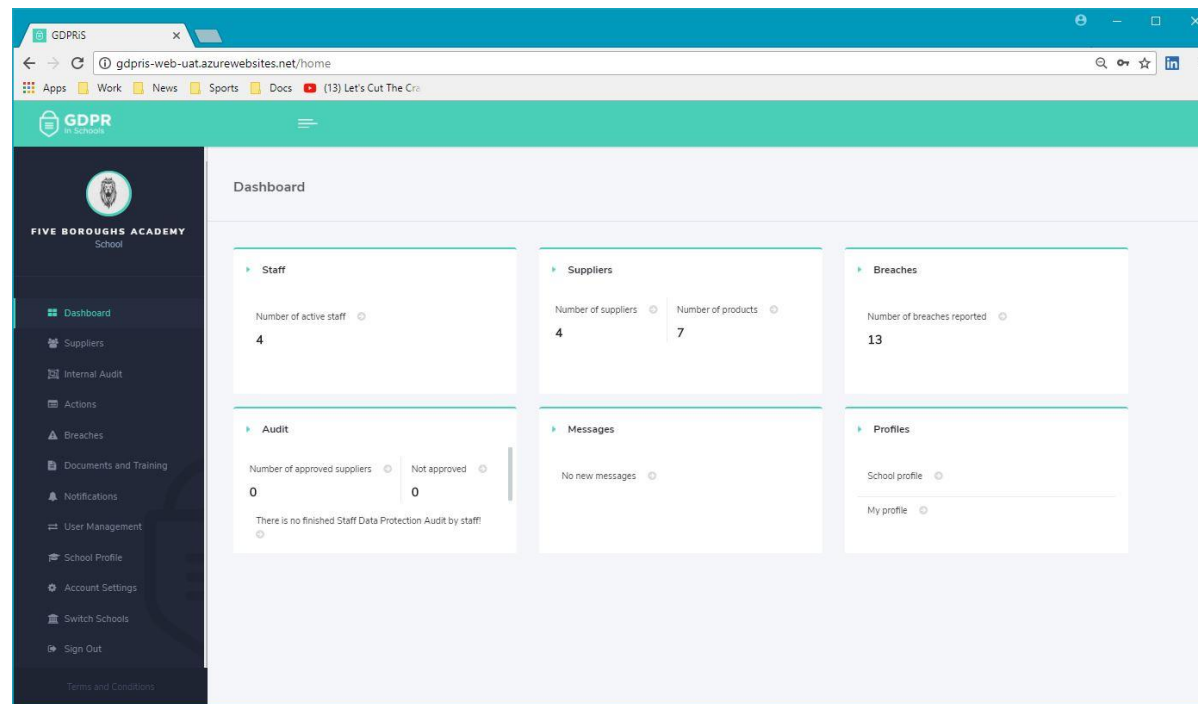
Every member of staff – teaching, administration and even the caretaker have a role to play in keeping student and staff information safe. They are as much part of GDPRiS as the Data Protection Officer (DPO). We've included an area to record DP training, and even included videos which you can use as part of your training.

Instead of every school having to retrieve and manage data maps from their suppliers, GDPRiS does it all for you. Your data mapping across all suppliers should take you minutes.

In the event of a breach the system will guide you through what needs to be done and records every step for you. Unlike outside agencies we know how schools work. We've written our package to mirror your existing processes and the way you work, whilst pro-actively prompting you to exceed the new General Data Protection Regulations requirements.

The GDPRiS platform can be purchased directly from Churchmarketplace at a discounted subscription cost. The subscription agreement is for 3 years, invoiced in 3 annual staged payments. The costs include the GDPRiS platform, remote platform training, support and version upgrades.

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## Additional Information & Features

- ✓ Suitable for every school and nursery in the UK and Republic of Ireland
- ✓ Allows multiple schools to share a central Data Protection Officer
- ✓ By design sets standards which exceed the GDPR
- ✓ Creates individual supplier/product data maps allowing a full school data profile to be completed in minutes
- ✓ Identifies which data is mandatory and which requires consent
- ✓ Self-assessment structure an approach to running a full compliance programme if required
- ✓ Reports gaps in data and staff audits
- ✓ Shares the GDPR task load with other schools
- ✓ Training videos and literature included
- ✓ MAT level log-in, allowing staff employed by multiple schools to easily switch between accounts regardless of where they are

**DPO Services:** I understand Dioceses, Academy Trusts or Federation of schools may be utilising their own DPO. However, there is a current misconception circulating that schools cannot move forward with their GDPR compliancy duties until a DPO has been appointed. As you can see from our 'GDPR Pathway' diagram on page 3, there are numerous preparation steps that schools can be doing right now in lieu of a DPO being in situ. However, should you decide that might wish to buy in DPO services, Groupcall is currently forming partnerships with various education organisations that are or will be offering DPO as a Service (DPOaaS). Costs for this service will be available upon request when available.

**Ongoing Compliance:** Once May 26th is here and GDPR is formally the law, the implemented tools, training and appropriate services outlined in the 'GDPR Pathway' will enable our customers to have the right pieces in place to ensure ongoing compliancy for the future. With a combination of the GDPRiS functionality, an appointed DPO, CES policy guidance and either the services from Michelmores 'JustAsk', or similar services from your existing legal supplier schools will have an end-to-end compliancy map that will provide a solid foundation for GDPR.

### **Notes on Quotation:**

1. All prices exclude VAT.
2. This offer is subject Groupcall's Standard Terms and Conditions.
3. This quotation is valid until 25<sup>th</sup> May 2018
4. Any additional training or on-site consultancy days agreed outside of the original project scope will be charged at £1,200 + vat per day
5. GDPRiS is a 3-year subscription service, although it will be invoiced annually in line with the costs on page 7 of this document

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## Groupcall GDPR Product and Service Costs:

GDPR Solution Costs:	
<b>GDPR Awareness</b> – Free eBook download <i>ALTERNATIVELY</i> 2/3 hours onsite at a MAT location (Designed for Trust senior leaders, data protection leads, compliance & governance officers, data managers, chief executives and directors)	<p style="text-align: right;"><b>Free of Charge</b></p> <p style="text-align: right;"><b>£800 + vat</b></p>
<b>GDPR Preparation</b> - Legal Service for Policy Documentation and Privacy Notices (If required)	<p style="text-align: right;"><b>£995 + vat</b></p>
<b>GDPR Training</b> – Groupcall Trainer onsite at the Diocese/Academy Trust or Federation of schools location	<p style="text-align: right;"><b>£1,200 + vat per day for 12-25 delegates per session</b></p> <p style="text-align: right;"><b>£1,800 + vat per day for 26-50 delegates per session</b></p>
<b>GDPR Governance GDPRiS</b> – Cloud based platform designed for academies managing GDPR requirements	<p style="text-align: right;"><b>Please refer to table below</b></p>
<b>DPO Services</b> – external service for those Trusts not appointing their own DPO	<p style="text-align: right;"><b>Costs Available Upon Request when available</b></p>
<b>Ongoing Compliance</b> – Michelmores 'JustAsk' Service (if applicable) & GDPRiS Annual Subscriptions	<p style="text-align: right;"><b>'JustAsk' Service</b>  <b>£750 + vat per annum, per school</b>  <b>£1,000 + vat for 2 years, per school</b></p> <p style="text-align: right;"><b>GDPRiS Annual Subscriptions for Years 2 &amp; 3 as outlined above</b></p>

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**GDPRiS Costs – Up until 24<sup>th</sup> May 18****GDPRiS Costs –25th May 2018 Onwards**

<b>Description &amp; Subscription</b>	<b>Cost to School</b>	<b>Description &amp; Subscription</b>	<b>Cost to School</b>
Primary Schools 0-200 pupils	£175.50	Primary Schools 0-200 pupils	£190.12
Primary Schools 201-400 pupils	£265.50	Primary Schools 201-400 pupils	£287.62
Primary Schools 401-500 pupils	£355.50	Primary Schools 401-500 pupils	£385.12
Primary Schools 501 + pupils	£445.50	Primary Schools 501 + pupils	£482.62
Secondary Schools 0-800 pupils	£445.50	Secondary Schools 0-800 pupils	£482.62
Secondary Schools 801-1200 pupils	£585.00	Secondary Schools 801-1200 pupils	£633.75
Secondary Schools 1201 +	£715.50	Secondary Schools 1201 + pupils	£775.12

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