



Re: Freedom of Information Request Form

Please submit your request to the school office, office@st-josephs.havering.sch.uk marked for the attention of the Data Protection Officer or you can email it to dpo@st-josephs.havering.sch.uk).

Attention: Data Protection Officer

Date:

Name of requester: <i>Please specify your name or the name of the person or organisation you're requesting the information on behalf of.</i>	
Contact Details:	
Information you want to access: Please be as specific as possible. We may return to you for further clarification if we're not clear what you're looking for.	
How you want to receive the information:	