

Person making the request (if not the student)

Name	
Date of Birth	
Address	
Email Address	
Contact phone no	
<p>Details of the Exam Grade Query will be sent to the email or address held on file for that students /parent.</p> <p>If there is a request to send this information to an email address or postal address not held on our database, Id will be required.</p>	
ID (if required) Passport Driving license Or two forms of Utility bill within last 3 months Bank statement of last three months Council Tax bill Rent book	

Status of person making request

Any request about the student will require student confirmation that this request can be made as they are over 13

Student	
Parent or person with Parental Responsibility	
Are you acting on their written authority (please provide a copy of the consent)	
If not the parent or with PR, what is your role?	

Declaration

I,, hereby request that Guiseley School provide the data requested about me.

Signature:

Dated:

I,, hereby request that Guiseley School provide the data requested about(insert student's name) on the basis of the authority that I have provided.

Signature:

Dated: