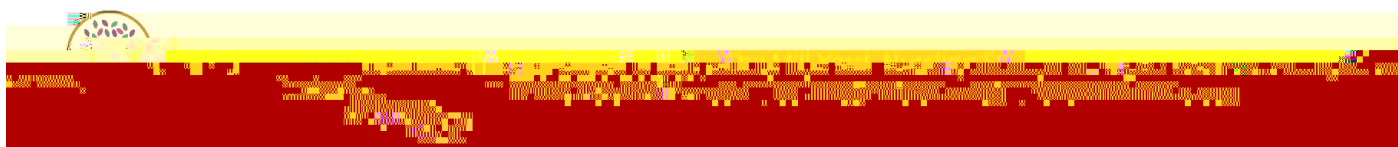


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This policy covers requests for information under the Freedom of Information Act 2000 ("FOIA"). It also covers enquiries relating to matters under the Environmental Information Regulations 2004 ("EIR"), namely enquiries about air, water, land, natural sites, built environment, flora and fauna, and health, and any decisions and activities affecting any of these.

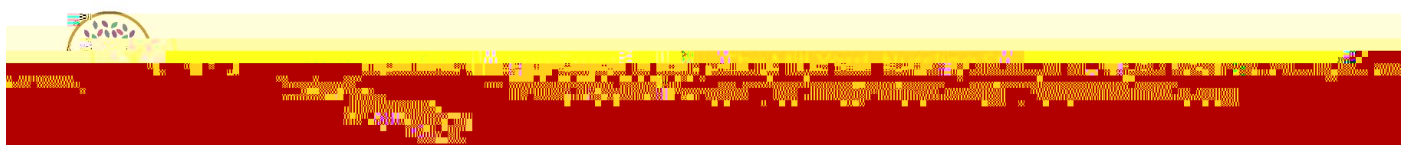
This policy does not cover enquiries or subject access requests under the Data Protection Act 2018 or the UK General Data Protection Regulation i.e. where the enquirer asks to see what personal information the Hamwic Education Trust (HET or the "Trust") holds about them. These enquiries will be dealt with under the HET Data Protection Policy which can be found on our website.

The Trust (HET) understands its responsibilities in relation to FOIA and is committed to applying them. This policy is designed to set out the ways that persons can access their rights to information.

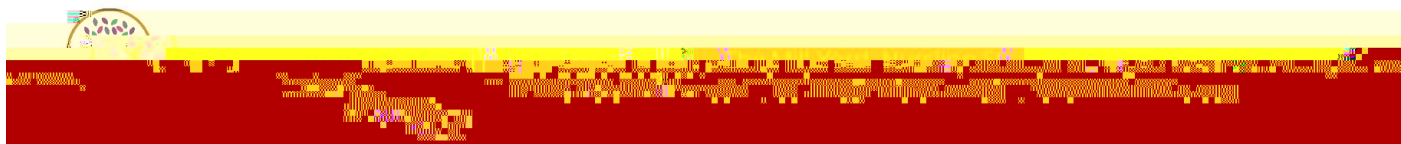
The Trust has adopted the Information Commissioners' Office model publication scheme. Further details on what the Trust provides access to can be found in Appendix 1.

Any person can make a freedom of information request for information that the Trust holds. The request must be in writing (which can include email) and state the requestor's name and correspondence address (including email address). It should clearly describe the information being requested with enough detail to enable us to identify and locate the information.

Where a request is for environmental information which can be released under the EIR, this request can be made verbally. We would request however that any request is made in writing as set out below.



The Hamwic Education Trust
Unit E, The Mill Yard Education Trust



The Freedom of Information Act 2000 gives the public right of access to information held by public authorities, including multi academy trusts. HET will make information available to the public as part

