
DPO CPD programme:

Advanced course

Designed for experienced Data Protection Officers (DPOs), this advanced programme builds on existing knowledge and focuses in depth on the key issues, supporting you with building your confidence, reducing resource need and limiting or removing the need for external legal spend.

Running over four months, this advanced course is devised and led by education data protection lawyer, Dai Durbridge. Delivered remotely via Zoom the interactive and engaging course is limited to 30 delegates per course. With 18 hours of contact time over four months, this bite-sized approach to learning provides:

- Eight two-hour sessions of interactive training; and
- Two one-hour Q&A discussion sessions.

This format is optimised to embed learning, create space for group discussion and to ensure all of your questions are answered.

Course Programme

1. SARs practical deep dive: reviewing a document bundle (2 hours)

- Which documentation to include.
- The art of redaction.
- Managing conflicting third-party rights.
- Managing the SAR scope.

2. Data and cyber security (2 hours)

- Tools, tricks, and methods for strong data security.
- Eradicating human error and negligence.
- Protecting your setting from the growing risk of cyber-attacks.

3. Masterclass: DPIAs (2 hours)

- When to carry one out and who to involve.
- Early involvement of the DPO.
- Work through a case study to complete a strong DPIA.
- DPIAs for tools and apps.

4. AI and data protection: managing risk and making best use (2 hours)

- The data protection considerations of AI use in schools.
- Understanding and managing risk.
- Creating a safe framework for use.
- Using AI tools in your DPO role.

5. Mid-course round-up and review
(1 hour)

- Embedding sessions 1-4.
- Your varied data protection questions answered.
- Group discussion on any issue.

6. Data breach in practice: Case study deep dive (part one)
(2 hours)

- Learning from education data breaches: how to avoid the most frequent and dangerous breaches.
- Personal and special category personal data breach involving 100+ individuals.
- Assessing, understanding, and containing the breach.
- Managing affected individuals.

7. Data breach in practice: Case study deep dive (part two)
(2 hours)

- Getting communications right.
- Managing press and stakeholder interest.
- Reporting in stages and working with the ICO.
- Considering and addressing the risk of compensation claims.

8. Mid-course round-up and review
(1 hour)

- Embedding sessions 6-8.
- Your varied data protection questions answered.
- Group discussion on any issue.

9. Masterclass: Outstanding data protection governance
(2 hours)

- Excellence in data protection governance.
- GDPR/H&S/Safeguarding - the compliance trinity.
- Reviewing key policies to support data protection compliance.
- Data champions: building and leading your team.

10. Understanding the ICO and learning from other sectors
(2 hours)

Guest speaker *Francis Katamba, Partner, and data privacy and cybersecurity lawyer, and former senior commercial lawyer at the ICO*

- Understanding the ICO: its drivers, approach, priorities and more.
- Learning from other sectors: health, financial services, and commerce.
- ICO enforcement action: notable sanctions, reprimands and notices.
- End of course round up, review and next steps.