

AI Data Protection Impact Assessment (DPIA) Template

Pack 11: GDPR and Data Protection for AI

Source status: **DEEP RECOMMENDED PRACTICE** – informed by ICO DPIA guidance and UK GDPR Article 35, but adapted for school context. This is not legal advice. Consult your DPO or legal adviser before finalising.

This is the canonical DPIA template for the DEEP AI Literacy suite. A lightweight IT-focused supplement (Pack 6 P2) is also available for quick-reference use during procurement and technical review. Always complete this template for formal DPIA records.

Document control

Field	Details
School name	Enter school name
AI tool / system assessed	Enter tool name and version
DPIA author	Name and role
DPO reviewer	Name
Date started	DD/MM/YYYY
Date completed	DD/MM/YYYY
Review date	DD/MM/YYYY – review annually or when processing changes
Version	e.g. 1.0

0. When is a DPIA required?

A DPIA is legally required under UK GDPR Article 35 when processing is likely to result in a high risk to individuals. The ICO requires a DPIA when any of the following apply:

Trigger	Applies?
The AI tool processes children's data	Yes / No
The AI tool uses profiling or automated decision-making	Yes / No
The AI tool processes special category data (e.g. SEN, health, ethnicity)	Yes / No
The AI tool involves systematic monitoring of students or staff	Yes / No
The AI tool involves new technology not previously used by the school	Yes / No
The AI tool processes data at large scale across the school	Yes / No
The AI tool combines datasets from multiple sources	Yes / No
The AI tool involves international data transfers (e.g. US-hosted cloud	Yes / No