Termly reminder: Help us keep your school data safe

09 Sep 2025

Termly reminder emails have been sent to headteachers requesting they review the list of school staff who have an EGfL user account and are linked to their school.

Please select the link in the email sent on Wedneday 10 September to view the list of school staff, governing body members and Ealing Council employees with user accounts linked to your school.

You will need to log in to do this.

Once logged in, select the **View** tab, then your school name to view the current list of school staff who have an EGfL user account.

Action required

Please review the list of your school staff who have an EGfL user account and:

- Inform us of any leavers asap
- Ensure the designated safeguarding lead is indicated
- Ensure a SENCo is listed - ask your SENCo to update their job title to include the keyword SENCo.
- If school reports access is needed, please give your express permission by replying to the email.

Data sharing

Key information will be shared with safeguarding and child protection leads and social worker teams.

Related content
Local authority reports
Was this page useful?

- Yes
- Neutral
- No

Contacts

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