



BELMONT SCHOOL  
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UNCRC Article 28 - Children's right to learn and go to school.  
UNCRC Article 29 – Children have the right to become the best that they can be.  
UNCRC Article 19 - Every child has the right to protection  
Belmont Parent Charter Articles 14 and 30 - I will help my child to develop respect and understanding of their own and others' beliefs, religions and languages.  
Belmont Parent Charter Articles 28 and 29 - I will ensure my child comes to school on time every day and support them with their home learning so that they can access their education to the full.

Global Goal 4 – Quality Education - Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all.



September 2025

## Subject: Data Breach Notification - Information and Advice

We are writing to inform you of a data security incident that has affected some personal information held by one of our third-party data processors, Single Central Record Ltd (SCR Ltd).

As part of Keeping Children Safe in Education we are required to verify safer recruitment checks. The data we gather for this forms part of our Central Record, which is inspected regularly by the Heads and Governors and forms a major part of our processes to keep children safe.

As explained above, this data is stored for us by SCR Ltd, a well-regarded company which is used nationally by over 1500 schools and 100 multi-academy trusts.

### What happened

On 31st July 2025, an external software supplier used by SCR Ltd was affected by a cyber-attack. Some of the personal data used as part of the safer recruitment checks was accessed by unauthorised individuals, and we received details of those affected over the bank holiday weekend.

Please note, your data was not accessed from our systems directly.

We do not hold contact details for your staff who have worked at Belmont School and request that you inform anyone who may have been affected. Any staff who are concerned can contact us at: [dpo@belmont.harrow.sch.uk](mailto:dpo@belmont.harrow.sch.uk) to check whether their data was breached and if so, what information was accessed.

Only text information was affected - no documents, images, passwords, or financial details were accessed.

### What does this means for individuals:

While your information was accessed, this does not necessarily mean it will be misused. The risks depend on which information was accessed:

### If ONLY your name and contact details were accessed:



Potential impact: **Minimal**

- You might receive some spam emails or unwanted calls
- No action is required, but remain alert to unusual contact attempts

**If your address and date of birth were also accessed:**

Potential impact: **Low**

- You might receive more targeted marketing attempts
- Be cautious of communications that seem to know personal details about you

**If your National Insurance number, passport or driving licence details were accessed:**

Potential impact: **Could be higher**

- These details could potentially be used to impersonate you for new applications (for example, credit or loan agreements)
- We recommend taking the precautionary steps outlined below

**Recommended precautions based on your situation**

Everyone should:

- Stay alert to unexpected emails, calls, or letters that mention personal details about you
- Never give personal information to unsolicited callers, even if they seem to know details about you
- Verify any unexpected contact by calling the organisation directly using their official number

**If higher risk data was affected (NI number, passport, driving license):**

Monitor for new applications made in your name:

- **Check your credit report, this can be done for free from the following providers:**

Experian : [Statutory Credit Report | Experian](#)

Equifax : [Equifax Statutory Credit Report | Equifax UK](#)

TransUnion : [Get Your Statutory Credit Report](#)

- Look for any new accounts, credit searches, or applications you didn't make

**Optional additional protection:**

- CIFAS Protective Registration (£30 for 2 years at [cifas.org.uk](https://www.cifas.org.uk)) adds extra identity verification checks for new credit applications - only consider this if you're particularly concerned

**Be aware of potential scam attempts**

Criminals may use your personal details to make contact seem more credible:

- Phone calls claiming to be from official organisations who reference your personal information
- Emails or letters asking you to verify or provide additional details
- Any communication that creates urgency or pressure to act immediately

Remember: Knowing your details doesn't make them genuine. Legitimate organisations won't ask for sensitive information over the phone or email.

### **If You Notice Anything Suspicious**

If you notice any unusual activity or applications you didn't make:

- Report it to Action Fraud: 0300 123 2040 or visit [actionfraud.police.uk](https://www.actionfraud.police.uk)
- Keep records of any suspicious contact or activity

### **Support and Information**

For general advice:

- Citizens Advice: 0808 223 1133
- Action Fraud: 0300 123 2040

### **For data protection concerns:**

- ICO: 0303 123 1113

### **What We Are Doing**

- This incident has been reported to the Information Commissioner's Office
- All affected systems have been secured and additional protections implemented
- We are monitoring the situation and will update you if we learn of any specific threats

### **Questions About This Incident**

If you have questions about this breach, please contact us at: [dpo@belmont.harrow.sch.uk](mailto:dpo@belmont.harrow.sch.uk)

While we cannot guarantee that your information won't be misused, most people affected by data breaches do not experience any problems. The guidance above provides sensible precautions based on what information was actually accessed.

We sincerely apologise for any concern or inconvenience this may cause. We are committed to protecting your personal data and are taking this matter very seriously.

Yours sincerely

*Poonam Aggarwall*

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Headteacher

Belmont School

