

Children and Family Services Privacy Notice

Introduction

This privacy notice explains how the Council uses your data to provide early help and social care services for children and their families. These range from the statutory services provided to our looked after children and those on a child protection plan to those providing voluntary early support to promote child wellbeing.

Who will be using your data?

Nottinghamshire County Council will be the data controller for the data you provide to us.

We may also contract third party organisations to process your data on our behalf.

What personal data do we use?

- Name and Contact Details
- Age
- Date of Birth
- Gender
- Images
- NHS number
- NI number
- Address
- Social Care ID
- Employment and education information
- Family details
- Housing needs
- Parent/carer details
- Emergency contacts
- Personal appearance and behaviour
- Lifestyle and social circumstances
- Case file information

What types of special category personal data do we need from you?

- Racial or ethnic origin
- Physical and mental health details
- Data concerning sex life or sexual orientation
- Religious, philosophical or other beliefs of a similar nature

We also process data about criminal convictions, criminal offences or related security measures.

Why do we use your data?

- For service delivery
- For service planning, training and improvement
- To prevent and detect crime or fraud

What legal reasons allow us to use your data in this way?

Our legal basis for processing your personal data is that it is necessary to perform our public tasks as a local authority.

Our legal basis for processing your special category personal data is that it is necessary for the provision and management of health or social care services and or necessary to protect the vital interests of the data subject or another person.

Our legal basis for processing data about criminal convictions, criminal offences or related security measures to protect children from harm and provide necessary support. This is necessitated as part of a task carried out in the public interest under the official authority of the Council.

The legal basis is also supported by (but not limited to):

- Children Act 1989
- Children and Families Act 2014
- Children and Social Work Act 2008
- Education Act 2002
- Safeguarding Vulnerable Groups Act 2006

Who may we share your data with or receive it from?

- NHS agencies (GPs, Hospitals)
- Health organisations
- Welfare organisations
- Care Providers
- Residential care providers
- Service Providers
- Schools & Academies
- Education providers
- Government organisations
- The Police
- Prisons and probation services
- Courts
- Housing associations
- Fire & Rescue services
- Other customers and service users
- Family Members

- Carers and Guardians
- Regulators

May personal data be transferred overseas?

The Council may for operational purposes transfer personal data overseas. In these cases, we will ensure that your personal data is protected and there are safeguards for the protection of your rights. Please refer to the [County Council's privacy statement](#) for further details.

How long is your data kept for?

This information is held in accordance with the Council's retention schedule – see [here](#).

What will happen if you do not provide or we cannot obtain the data needed?

- We could not undertake our statutory obligations of safeguarding and promoting child welfare. We would also not be able to undertake assessments and provide the support that helps children and families to achieve beneficial change.

Does the service make decisions using fully automated processes?

No.

What rights do you have over this use of your data?

- To be informed about how we use your data
- To access a copy of your data that we process
- To have us rectify or correct your data that we process
- To restrict our processing of your personal data
- To object to the use of your data
- To have your personal data erased
- To request that we transfer your information to you or another organisation
- To object to fully automated decision making
- To withdraw your consent (if it the legal reason why we use your data).

Some of these rights are subject to exceptions. Please refer to the [County Council's privacy statement](#) part 10 for further details.

Contact the Data Protection Officer:

If you have any concerns about how the Council is using your data, you can contact the Council's Data Protection Officer by writing to:

DPO@nottsc.gov.uk

Or

Data Protection Officer
Nottinghamshire County Council
County Hall
West Bridgford
Nottingham
NG2 7QP

Please see the County Council's privacy statement for further information:
<http://www.nottinghamshire.gov.uk/global-content/privacy>

Contact details of the Information Commissioner's Office:

If you are unhappy with how your data has been processed by the Council or you feel your data protection rights have been breached, you have the right to complain to the Information Commissioner's Office at:

www.ico.org.uk

Or

Wycliffe House
Water Lane
Wilmslow
SK9 5AF

Last updated: 13/06/2019