

Youth Justice Service Privacy Notice

Introduction

This privacy notice explains how the Council uses your data to comply with the legal requirements of the statutory services that Youth Offending Teams (YOT) is accountable for. The YOT is responsible for the supervision of children in Nottinghamshire aged 10 to 17 years of age who are sentenced by a court, in line with the Youth Justice Board's Standards for Children in the Youth Justice System (2019) and Case Management Guidance.

Who will be using your data?

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

What personal data do we use?

- Name and Contact Details
- Age
- Date of Birth
- NI Number
- Health Information
- Gender
- Address
- Employment and education information
- Family details
- Emergency contacts
- Personal appearance and behaviour
- Lifestyle and social circumstances
- Case file information
- Social Care ID
- Risk Assessments
- Parent/carer details

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

- Racial or ethnic origin
- Political affiliation
- Political opinions
- Social care support outcomes
- 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, allegations, radicalisation and appropriate security measures.

Why do we use your data?

- For service delivery
- Prevent offending and reoffending
- Assess needs and risks
- Support young people's welfare
- Prepare statutory reports
- Safeguard children and young people

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 task as a local authority.

Our legal basis for processing your special category personal data is that it is necessary for the Council to perform its duties and functions carried out in the substantial public interest.

The Council also is processing personal data for law enforcement purposes under Section 115 of the Crime and Disorder Act 1998 amended by the Police and Justice Act 2006 and the Police and Crime Act 2009, and Part 3 of the Data Protection Act 2018, for the purposes of the prevention, investigation, detection or prosecution of criminal offences or the execution of criminal penalties, including the safeguarding against and the prevention of threats to public security.

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

- NHS agencies (GPs, Hospitals)
- Welfare organisations
- Voluntary and charitable organisations
- Service Providers
- Schools & Academies
- Education Providers
- Government organisations
- The Police
- Housing Associations
- National Probation Service (NPS)
- Courts
- Social Care Services
- Prisons and Probation Services
- Other Local Authorities

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 provide the current level of service.

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

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