



## **Privacy notice**

### **Children in need or looked after by the local authority**

#### **Privacy notice - Data Protection Act 1998: how we use your information**

We, North Somerset Council, collect and process information about children in our care and children to whom we provide services. We use this personal data to:

- support these children and monitor their progress
- provide them with pastoral care; and
- assess the quality of our services

This information includes personal characteristics and details for the services we provide.

We are required, by law, to pass on some of this information to the Department for Education (DfE) which uses it to; develop national policies, manage local authority performance, administer and allocate funding and identify and encourage good practice. Under certain conditions, DfE may share some of the information we provide to them with third parties (for example for the purpose of research). Any such sharing by DfE is strictly controlled and in compliance with the Data Protection Act 1998.

We are legally obliged to share information with other agencies (e.g, Police, Health, Schools) when there are safety concerns about children.

If you would like a copy of the information that we hold and share about you (subject access request) then visit [www.n-somerset.gov.uk/foi](http://www.n-somerset.gov.uk/foi) for details about the process you need to follow.

If you require more information about how we and/or DfE store and use this data visit:

- [www.n-somerset.gov.uk/schools](http://www.n-somerset.gov.uk/schools)
- [www.gov.uk/data-protection-how-we-collect-and-share-research-data](http://www.gov.uk/data-protection-how-we-collect-and-share-research-data)

If you are unable to access these websites, contact us or DfE:

- Data Management Team, People and Communities, North Somerset Council, Town Hall, Walliscote Grove Road, Weston-super-Mare, BS23 1UJ
  - Public Communications Unit, Department for Education, Sanctuary Buildings, Great Smith Street, London, SW1P 3BT.
- Website: <https://www.gov.uk/government/organisations/department-for-education>  
Email: [info@education.gsi.gov.uk](mailto:info@education.gsi.gov.uk)  
Telephone: 0370 000 2288