

# Children's Social Care privacy notice

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This policy explains how the information we collect about you is used and your rights in relation to that information.

## Controller DPO

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Our Data Protection Officer (DPO) is the Head of Information Governance. Contact the [Data Protection Officer](#).

## Information we collect

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- Basic details such as your name, address, date of birth, NHS number
- Parents/carers, family members - name, address, contact details
- Housing records
- Education records
- Police reports
- Information from the Youth Offending Service

We may also collect the following special category data:

- Gender
- Ethnicity
- Religion
- Medical information
- information from other professionals who may be involved with you e.g. CAMHS,

## Purpose

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- To give ensure you are provided with the best possible care and support (for example ensuring socio cultural factors are considered in any care and support provision)
- To prevent the risk of harm to you or to others
- To address concerns for the welfare of a child
- For the prevention or detection of crime
- Where a court order requires us to share information about you

## Lawful Basis

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- To protect the vital interests of the data subject
- To perform a public task (as outlined in the [Children Act 2004](#))  
<https://www.legislation.gov.uk/ukpga/2004/31/contents>

## How long will we keep your personal information

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Children in Need (but not accommodated)	25 years from date of birth
Child Protection	75 years from date of birth or 6 years from the date of a child's death
Children Looked after and Leaving Care	75 years for date of birth or 15 years from the date of a child's death
Adoption Records	100 years after date of adoption or 15 years from the date of a child's death
Child Protection Enquiries (enquiry made	6 years from closure of the case

but has not been accommodated or subject to Child Protection Plan)	
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## Recipients

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- Health organisations
- Education providers
- Police
- Commissioned delivery partners
- Not for profit sector partners (e.g. Voluntary sector)
- Probation
- Other Lambeth social care teams
- Other local authorities
- Youth Offending Team
- Lambeth Legal Services
- Family Court Service

## Rights

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You have the right to access, rectify and delete personal information, in addition to other rights as explained in the [full version of our privacy notice](#).

You have the right to contact us with a complaint if you're unhappy with the way your personal data has been used.

We are committed to resolving complaints about our collection or use of personal information.

You also have the right to lodge a complaint with the [ICO](#) if this issue is not resolved. You may at any time control access to and use of your personal information by contacting the [Controller DPO](#).

Such control will include the ability to see what information we hold and to opt out of any use of your personal information and to prevent disclosure to any third party except as required by law or the order of a court of proper jurisdiction.

## Additional Information

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To see a full version of our privacy notice, please visit our [privacy notice](#).