

Privacy Notices: Children and young people: information held by local authorities

The Data Protection Act 1998: How we use your information

Devon County Council and Commissioned Providers: We use information about children and young people to enable us to carry out specific functions for which we are responsible. We also use this personal data to derive statistics which inform decisions we make (e.g.) regarding the funding of schools, assess their performance and to set targets for them. These statistics are used in such a way that individual children cannot be identified.

Youth Support Services - For pupils aged 13 and over, schools are legally required to pass certain information to the provider of Youth Support Services in their area. This is the local authority support service for young people in England who are aged 13 to 19.

The Council uses information about pupils for research and statistical purposes, to develop, monitor and evaluate the performance of local health services. These statistics will not identify individual pupils. In fulfilling its responsibilities with regard to the National Child Measurement Programme (NCMP), it is necessary for certain health information about children (e.g. such as their height and weight) to be retained for a certain period of time (designated by Public Health England) and requires the Council to maintain children's details (including names and addresses) for this purpose. The Council may also provide individual schools and LAs with aggregated health information which will not identify individual children.

Education and training: Devon County Council and Careers South West hold information about young people living in our area, including about their education and training history. This is to support the provision of their education up to the age of 20 (and beyond this age for those with a special education need or disability). Education institutions and other public bodies (including the Department for Education (DfE), police, probation and health services) may pass information to us to help us to do this¹.

We share some of the information we collect with the Department for Education (DfE) to enable them to; produce statistics, assess our performance, determine the destinations of young people after they have left school or college and to evaluate Government funded programmes.

We may share some information with other public authorities and organisations to ensure best services are provided. Information is shared with the Commissioned Health Provider Virgin Care to provide Children and Young People's Health and to support the Devon Health Visiting and School Nursing Services. This will include name, date of birth, home address and school attended. Parents and pupils aged 16 or over can ask that no information be transferred to the Child Health Information Team. If as a parent, or as a pupil aged 16 or over, you do not want information passed to the Child Health Information Team you can request this by writing to the Senior Data Analyst (Schools), Education Information Team, Devon County Council, Room L102, County Hall, Topsham Road, Exeter EX2 4QG or email census@devon.gov.uk.

Information is also shared with Devon NHS Trusts (Torbay and Southern Devon, Devon Partnership, Plymouth Hospitals, South Western Ambulance Service, Northern Devon Healthcare, South Devon Healthcare and NHS Devon, Plymouth and Torbay) to support their Visual School Screening Service to carry out routine eye tests for every child aged between four and five years old and the School Immunisation programme for every child attending reception and year 7. This information will include name, date of birth, gender, address and school attended. (e.g. contact details are used to issue correspondence to parents/guardians). If, as a parent, you do not want

¹ Under the Education and Skills Act 2008, parts 1 and 2

information passed to the NHS you can request this by writing to the Senior Data Analyst (Schools), Education Information Team, Devon County Council, Room L102, County Hall, Topsham Road, Exeter EX2 4QG or email census@devon.gov.uk.

We may also share information with post-16 education and training providers to secure appropriate support for them. We may also share data with education establishments which shows what their pupils go on to do after the age of 16.

For children under 16, a parent or guardian can ask that no information other than their child's name, address and date of birth (or their own name and address) be passed to a local authority. This right transfers to the child on their 16th birthday. Pupils and/or a parent/guardian will need to inform the school/LA if this is what they wish.

DfE may share individual level personal data that we supply to them, with third parties. This will only take place where legislation allows it to do so and it is in compliance with the Data Protection Act 1998.

Decisions on whether DfE releases this personal data to third parties are subject to a robust approval process and are based on a detailed assessment of who is requesting the data, the purpose for which it is required, the level and sensitivity of data requested and the arrangements in place to store and handle the data. To be granted access to pupil level data, requestors must comply with strict terms and conditions covering the confidentiality and handling of data, security arrangements and retention and use of the data.

For more information on how this sharing process works, please visit:

<https://www.gov.uk/guidance/national-pupil-database-apply-for-a-data-extract>

For information on which third party organisations (and for which project) pupil level data has been provided to, please visit: <https://www.gov.uk/government/publications/national-pupil-database-requests-received>

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

- <https://new.devon.gov.uk/supportforschools/administration/data-protection>
- <https://new.devon.gov.uk/informationsharing/information-sharing-protocols>
- <https://www.gov.uk/data-protection-how-we-collect-and-share-research-data>

If you want to see a copy of information about you that we hold, please contact:

- Information Governance Team
Devon County Council
Room 120
County Hall
Exeter
Devon
EX2 4QD
Website: <https://new.devon.gov.uk/accesstoinformation>
Email: accesstoinformation-mailbox@devon.gov.uk
Tel: 01392 383000