Privacy Notices:
Children in need or children looked after: information held by local authorities

Suggested wording

The Data Protection Act 2018: How we use your information

We 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

We will not give information about children in our care to anyone without relevant consent unless the law and our policies allow us to do so.

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.
DfE may share child 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 the DfE use this information, please visit:

- our website at: http://new.lancashire.gov.uk/council/transparency/access-to-information.aspx

- the DfE's website at:
https://www.gov.uk/data-protection-how-we-collect-and-share-research-data

or write to us at: Information Governance Team Lancashire County Council PO Box78 County Hall Preston PR1 8XJ

Email: dataprotection@lancashire.gov.uk

If you are within one of these groups of children and want to see a copy of information about you that we hold, please contact:

Information Governance Team
Lancashire County Council
PO Box78
County Hall
Preston PR1 8XJ

Email freedomofinformation@lancashire.gov.uk