

# Children's Integrated Services

## Behavioural and Emotional Health Team

### PRIVACY NOTICE

The Behavioural and Emotional Health Team

Early Help Services

Children's Integrated Service Directorate

Nottingham City Council.



The Behavioural and Emotional Health Team work with children and young people and their families/carers. The service supports children and young people who present with behaviours or conduct which is indicative of Autistic Spectrum Disorder (ASD) and / or Attention Deficit Hyperactivity Disorder (ADHD).

The Behavioural and Emotional Health Team use the information you provide to shape the way we work with children in need of this targeted support and their families; this may include basic data analysis, undertaking assessments and providing targeted interventions.

The legal basis under which the Council uses personal data for these purposes is that it is necessary for the performance of a task carried out in the public interest by the Council or in the exercise of official authority vested in the Council.

Information you provide may include several categories of special personal data, for example racial or ethnical origin, health or sexual orientation. We also collect criminal data and we take special safeguards in relation to this. Information in these categories is used by the Council on the basis that such use is necessary for reasons of substantial public interest and in accordance with the provisions of the UK General Data Protection Regulation and Data Protection Act 2018 and other relevant legislation, e.g. The Childrens Act 1989.

Information you provide may be shared with other partner agencies (e.g. Health, Education, Police) where it is necessary to safeguard a child or create a multi-agency team around a child to promote their welfare.

In order for us to be able to do our job and to deliver our service effectively, we do need to record certain information. We will keep the information that you provide until it is no longer needed to manage your case, or to quality assure our work with you. Depending on your involvement, this can be up to 25 years after we have finished working with you.

Information provided by you may also be shared with other partner agencies (e.g. Health, Education, Police) where it is relevant in order for us to carry out our legal duties.

In certain circumstances, information you provide may also be used for other Council functions. Details of these functions and the legal basis for using information for them can be found at <http://www.nottinghamcity.gov.uk/privacy-statement/>

The Data Controller is Nottingham City Council, Loxley House, Station Street, Nottingham, NG2 3NG.

The Data Protection Officer s Naomi Matthews. You can contact the Data Protection Officer at the above address or email to: [data.protection@nottinghamcity.gov.uk](mailto:data.protection@nottinghamcity.gov.uk).

The new data protection law known as the UK General Data Protection Regulation provides for the following rights:

- A right to request a copy of your information
- A right to request rectification of inaccurate personal data
- A right to request erasure of your data (known as 'the right to be forgotten')
- A right to request restriction of processing (in certain circumstances)
- A right in circumstances to request portability of your data to another provider (in certain circumstances)
- A right to object to processing data in certain circumstances
- A right regarding automated decision making including profiling

If you are unhappy with a decision regarding the handling of your data, you have the right to complain to the Information Commissioners Office at Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Also see the Information Commissioners website at <https://ico.org.uk/your-data-matters/>

For more information about these rights please refer to our detailed privacy statement at <http://www.nottinghamcity.gov.uk/privacy-statement/>

