

# Privacy Notice

*Children and Young Peoples Service*



**North Yorkshire  
County Council**

**This Privacy Notice is designed to help you understand how and why the Children and Young Peoples Service (CYPS) processes your personal data.**

**This notice should be read in conjunction with the Council's [Corporate Privacy Notice](#).**

## **Who are we?**

North Yorkshire County Council is a 'Data Controller' as defined by Article 4(7) of the General Data Protection Regulation (GDPR). CYPS works to ensure all of the children and young people we serve are healthy, stay safe, get the right support at the right time and get access to relevant information and opportunities.

Collecting and sharing information is a key element of the work we do to enable services to be delivered efficiently and appropriately.

This privacy notice is to help service users, parents and carers in NYCC to become more aware of what information is collected and processed about them and their family.

The Council has appointed **Veritau Ltd** to be its Data Protection Officer. Their contact details are:

Data Protection Officer  
Veritau Ltd  
County Hall  
Racecourse Lane  
Northallerton  
DL7 8AL  
01609 53 2526

## **What personal information do we collect?**

CYPS collects a variety of information about children and young people, and their families, who live in North Yorkshire and access our services. Categories of information are:

- Personal information such as name, address, date of birth, telephone number, email address
- Special category information such as race, ethnicity, physical or mental health information, religion, political beliefs, trade union membership, sexual orientation, criminal history
- Statistical information such as population of NYCC, pupil achievement. This information is anonymous

### **Why do we collect your personal information?**

The information CYPS collects about you helps us to plan and organise our service in the best possible way. It also helps us to support your family and make sure that we meet our legal duties and responsibilities.

Purpose of processing your data:

- Service delivery
- Service improvement
- Research and statistics

### **Who do we share this information with?**

In the course of performing our duties, we may share your information with a number of agencies who are key to delivering our service. This may be other authorities, local government agencies and central government. The main reason for sharing information is to enable you and your family to receive better integrated services from us.

Within North Yorkshire County Council:

- All teams and staff responsible for CYPS service delivery and the support of children and young people

Agencies we share information with:

- Health agencies
- Police
- Other local authorities
- Ofsted
- DfE

### **How long do we keep your information for?**

The data we hold about you is only kept for as long as is necessary for us to carry out our obligations with regard to the Children and Young People's Service.

All data is retained in line with the County Council's Record Retention and Destruction Schedule (RRDS)

### **What is our lawful basis for processing your information?**

Across the service we rely on the appropriate legal basis for processing your personal and special category data. Please refer to the CYPS specific privacy notices for more detailed information.

**For More information about how the County Council uses your data, including your privacy rights and the complaints process, please see our [Corporate Privacy Notice](#).**