



North

Yorkshire County Council

Consent to share information



www.northyorks.gov.uk

Why the Department for Education needs to collect information about Looked After Children and Children in Need

The Department for Education collects information from Children's Social Care about Looked After Children, which is known as the SSDA903 return. They also collect information on Children in Need, known as the Children in Need Census return.

The information they collect will include some personal information and details of services that are provided. Children's names are not included but where the child has a Unique Pupil Number this will be collected because it enables education information from the national pupil database to be included. No child's name is used in putting the information together or in any reports, nor is it used to take any action in relation to individual children.

A complete list of the information required can be found at: www.education.gov.uk on the data, research and statistics pages.

A written copy can be obtained on request from:

The Data Development Unit
Data Services Group
Department for Education
Sanctuary Buildings
Great Smith Street
London SW1P 3BT

The information that is collected will be used for developing good practice, monitoring progress, allocating resources and funding bids. Information may also be disclosed to other agencies/researchers for statistical or research purposes only, which does not identify individual children.

All the information will be used in accordance with the Data Protection Act. Children and families have the right to see what information is held about them and can request this from:

Data Protection Officer
Department for Education
Castle View House
East Lane
Runcorn
Cheshire WA7 2GJ

Please also see the leaflet called 'About Social Care Records', from Children's Social Care.

If you wish to call in personally with your social care enquiry, general information and direct contact to Customer Services is available in the following locations:

Harrogate

Harrogate Library and Information Centre, Victoria Avenue, HARROGATE. HG1 1EG

Monday, Tuesday, Wednesday & Friday 9.30am to 7.00pm, Thursday & Saturday 9.30am to 5.00pm

Ripon

Ripon Library and Information Centre, The Arcade, RIPON. HG4 1AG

Monday and Friday 9.30am to 8.00pm, Tuesday 9.30am to 1.00pm, Wednesday & Thursday 9.30am to 5.30pm, Saturday 9.30am to 5.00pm

Northallerton

Hambleton District Council, Civic Centre, Stone Cross, NORTHALLERTON. DL6 2UU

Monday to Thursday 8.45am to 5.15pm, Friday 8.45am to 4.45pm

Scarborough

Scarborough Borough Council, Customer First Centre, Town Hall, St. Nicholas Street, SCARBOROUGH. YO11 2HG

Monday, Tuesday, Thursday and Friday 8.30am to 5.00pm, Wednesday 9.30am to 5.00pm

Selby

Housing Reception, Civic Centre, Portholme Road, SELBY. YO8 4SB

Monday, Tuesday, Thursday, 8.30am to 5.00pm, Wednesday 10.00am to 5.00pm, Friday 8.30am to 4.00pm

Skipton

Craven Town Hall, SKIPTON. BD23 1AH

Monday to Thursday 8.45am to 5.15pm, Friday 8.45am to 4.45pm

Contact us

North Yorkshire County Council, County Hall, Northallerton, North Yorkshire, DL7 8AD

Our Customer Service Centre (social care enquiries) is open Monday to Friday 8.00am - 5.30pm, Saturday 9.00am - 5.00pm.

Tel: **0845 034 9410** email: **social.care@northyorks.gov.uk**

Or visit our website at: **www.northyorks.gov.uk**

If you would like this information in another language or format such as Braille, large print or audio, please ask us.

Tel: **01609 532917** Email: **communications@northyorks.gov.uk**

