

Cared for Children and Care Leavers Privacy Notice

Our core data protection obligations and commitments are set out in the Council's Corporate Privacy Notice and on our website at [Data Protection – Privacy Notice](#).

This notice provides additional privacy information for Individuals who engage with the Cared for Children Service, which covers the following areas:

- Children in Care;
- Leaving Care and Transition Service.

Purpose(s)

We collect your personal information for the following purpose(s):

Children in Care

- To provide a comprehensive service and act as the parent for our children in care to support their development, help them achieve their potential and keep them safe from harm;
- To provide adequate safeguarding of our children in care
- To promote the services and support we provide, including administering awards celebrating the achievements of children in care;
- To assess and evaluate our services and monitor the quality of the services we provide to you;
- To log and respond to any queries or complaints you make about our service;
- Creating aggregated data and statistics which may be shared with internal and external stakeholders who have a role in supporting the provision of Children's Social Care and Education, to evaluate the service and its outcomes and inform future provision of services and initiatives at national and local levels. Wherever possible, personal information used in such statistical analysis will be anonymised and individuals will not be identifiable using that data.

Leaving Care and Transition Service

- To provide help and support to children and young people who have been in care by our children's services and are leaving care and ensure they are supported to get the best start in life;
- To assess care leavers' needs and prepare and review a pathway plan;
- To support care leavers' educational needs, help them achieve the best educational outcomes possible and transition from full-time education into further education, training or employment;
- To provide help and support to care leavers in securing accommodation of their own and to develop the skills necessary to live independently;
- To provide an independent advocacy service to children and young people who are leaving care;
- To assess and evaluate our services and monitor the quality of the services we provide to you;
- To log and respond to any queries or complaints you make about our service;
- Creating aggregated data and statistics which may be shared with internal and external stakeholders who have a role in supporting the provision of Children's Social Care, to

evaluate the service and its outcomes and inform future provision of services and initiatives at national and local levels. Wherever possible, personal information used in such statistical analysis will be anonymised and individuals will not be identifiable using that data.

Categories of Personal Data

In order to carry out these purposes we collect and obtain:

- Name;
- Date of Birth;
- Age;
- Address (current and forwarding);
- Contact details (email address, telephone numbers(s));
- Gender;
- Family member's details (including name, Date of Birth, address and contact details);
- Family composition/relationships information/support network;
- Previous relationships;
- Child in Care Status;
- Language and Interpreter requirements;
- Education Information;
- Employment information;
- Financial information;
- Referral/Assessment Information;
- Details of other agencies involved;
- Information from other Local Authority if adopter/fosterer resides out of borough.
- Identification document details, such as passport number, National Insurance Number, Port reference number, Home Office reference etc.;
- Immigration and/or legal status;
- Risks/risk factors.

Special Category Data

We may also collect special category personal data that may include:

- Physical and mental Health data (for example, any disabilities/additional needs, illnesses, mental health problems and any support you receive in relation to these physical and mental health factors);
- Racial or ethnic origin;
- Religious or philosophical beliefs; and
- Criminal history (if applicable).

Legal Basis for Processing

We collect and use your personal information because:

- It is necessary for compliance with a legal obligation or statutory function of the Council under GDPR Article 6(1)(c);
- It is necessary under GDPR Article 6(1)(e) for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Council; or
- You have given your consent under GDPR Article 6(1)(a).

If you fail to provide certain information when requested, we may not be able to provide the service to you or we may be prevented from complying with our legal obligations.

We also collect special category under GDPR Article 9(2)(g) for reasons of substantial public interest, GDPR Article 9(2)(h) for provision of social care, and, if relevant, personal data relating to criminal convictions and offences to perform our public task as required by law.

Where has your personal information come from?

We will obtain your information from:

- Yourself;
- Schools, colleges or other education providers;
- Care providers, including family members;
- Health services;
- Youth Justice services;
- Police;
- Probation services;
- Central Government;
- Other Local Authorities.

Who will we share your information with?

We may collect and share personal information about you with the following types of organisations:

- Commissioned partners (e.g. a charity or other organisation that we ask to provide services on our behalf);
- Safeguarding agencies and partnerships;
- Care providers, including family members;
- Healthcare partners;
- Schools, education providers and specialist teachers;
- Employment agencies;
- Housing providers/Housing Authorities;
- Greater Manchester Police (and other Police forces where appropriate);
- Probation services;
- Central Government Departments (e.g. Department for Education (DfE), Department for Work and Pensions (DWP));
- Ofsted;
- Other Tameside Metropolitan Borough Council services;
- Greater Manchester Combined Authority (GMCA);
- Other Local Authorities.

We may share information with the organisations listed above in order to provide a service to you or where we are required to do so by law, to safeguard public safety, and in risk of harm or emergency situations.

How long we will keep your data for and why?

We will only retain information for as long as it is necessary to provide services to you and/or for as long as required by us in order to comply with statutory retention periods.

Transferring data outside the European Economic Area (EEA)

Your information is not processed outside of the European Economic Area.

Your rights

Information about exercising your rights can be found on the council's website [Exercising Your Individual Rights](#).

Security

We use appropriate technical, organisational and administrative security measures to protect any information we hold in our records from loss, misuse, and unauthorised access, disclosure, alteration and destruction. We have written procedures and policies which are regularly audited, and the audits are reviewed at senior level.

Data Protection Officer

If you have any questions or concerns about how we use your personal information, please contact the Data Protection Officer at information.governance@tameside.gov.uk or by calling 0161 342 8355.

Automated Decisions

For this service all the decisions we make about you involve human intervention.

Updates to Privacy Notice

We may update or revise this Privacy Notice at any time so please refer to the version published on our website for the most up to date details on our [Data Protection page](#).