



# city & hackney safeguarding children board

## **Privacy Notice**

City and Hackney Safeguarding Children Board is a statutory body established under the Children Act 2004. It is a partnership of local agencies which is independently chaired and consists of senior representatives of all the key organisations that work together to safeguard and promote the welfare of children and young people in City of London and Hackney. The LSCB also has responsibilities for implementing a learning and improvement framework, organising serious case reviews, supporting the Child Death Overview Panel, assuring appropriate training and maintaining child protection procedures in line with legislation and government guidance.

We are hosted by Hackney Local Authority, which is the Data Controller and we are governed by the Authority training, guidance and policies.

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

We may collect the following types of personal information and data:

- Names
- Date of births
- Contact Details
- NHS Registration Numbers
- Details of family members, associates and personal relationships
- Details of criminal offences and prosecutions including details of committal and release
- Reports of behaviour that may cause concern as they relate to safeguarding children and young people
- Professional opinions in relation to concerns and complaints
- Information about individuals who have a risk to children status
- Information about individuals who are reported as missing
- Information about individuals who are to be released from prison
- We also collect the following special category data:
  - Racial or ethnic origin
  - Religious or philosophical beliefs
  - Health information
  - Gender

### **Why we collect your information**

We will use the information we have collected for the following purposes:

- To fulfil our statutory responsibilities in relation to organising serious case reviews, supporting the Child Death Overview Panel and complying with child protection procedures in line with legislation and government guidance

- Provide you with our services, and to develop and improve those services
- To deal with any problems or complaints that arise in relation to your account;
- For assessment and analysis purposes to help improve the operation of our service
- To maintain safeguarding registers

### **Will my personal information be shared?**

Partner agencies of CHSCB have signed up to the information sharing position statement as found on the [London CP Procedures website](#). The aim is to facilitate effective data sharing across City of London and Hackney where this is needed to improve safeguarding or to enable each organisation to respond quickly to safeguarding needs.

We may also need to share information with national regulatory authorities and if this happens it will be through the provision of statutory powers held by those authorities.

There are other times where we may need to share your information. These include:

- Where there is a serious risk of harm to you or to others
- Where there are concerns for the welfare of a child
- For the prevention or detection of crime
- Where a court order requires us to share information about you

### **How long do you keep my information?**

When the information has been used for the purposes for which they were required, the information will be securely and confidentially destroyed that accords with the agreed retention period for such records.

### **Information Rights**

It is important to us that you understand that your Information Rights are set out in the law and, subject to some legal exceptions, you have the right to:

- to have any inaccuracies corrected;
- to have your personal data erased;
- to place a restriction on our processing of your data;
- to object to processing; and
- to request your data made available to someone else.

We try to make sure we apply the best standards to protecting your personal information. If something goes wrong with your personal information, or you have questions about how we process your data, please contact: [dataprotection@hackney.gov.uk](mailto:dataprotection@hackney.gov.uk).

For further guidance about data protection rights, see <https://ico.org.uk/>.