

PRIVACY NOTICE

Plymouth Safeguarding Children Board (hosted by Plymouth City Council)



Being transparent and providing accessible information to individuals about how we use personal information is a key element of the Data Protection Act and the General Data Protection Regulation (Regulation (EU) 2016/679).

The information being processed

The Council on behalf of the PSCB is collecting information from professionals who book onto and attend Plymouth Safeguarding Children Board (PSCB) training events for the purpose of analysing and evaluating the effectiveness of multi agency child protection training as required under statutory HM Government guidance 'Working Together to Safeguard Children'.

This information will be used for:

- evaluating the quality and effectiveness of multi agency training;
- promoting future PSCB learning events such as conferences and training courses;
- informing professionals of any new legislative changes relating to working with children

Information Sharing

To ensure that the council on behalf of the PSCB provides you with efficient and effective multi agency child protection training we will sometimes need to share your information with partner agencies of the PSCB that support the delivery of the training you may receive. In order to evaluate the delivery of your training, and to monitor attendance, information may be shared with:

- Ofsted
- Employers of professionals who have booked training with PSCB

We will never share your information for marketing purposes.

Retention Periods

We will only keep your information for a period of up to 7 years.

Processing Personal information

The Data Protection Act 2017 and the EU General Data Protection Regulation ensure that we comply with a series of data protection principles. These principles are there to protect you and they make sure that we:

- Process all personal information lawfully, fairly and in a transparent manner.
- Collect personal information for a specified, explicit and legitimate purpose.
- Ensure that the personal information processed is adequate, relevant and limited to the purposes for which it was collected.
- Ensure the personal information is accurate and up to date.
- Keep your personal information for no longer than is necessary for the purpose(s) for which it was collected.
- Keep your personal information securely using appropriate technical or organisational measures.

Your Rights

You have certain rights under the Data Protection Act and the EU General Data Protection Regulations (GDPR), these are:

- The right to be informed via Privacy Notices such as this.
- The right of access to any personal information the council holds about yourself.
- The right of rectification, we must correct inaccurate or incomplete data within one month.
- The right to erasure. You have the right to have your personal data erased and to prevent processing unless we have a legal obligation to process your personal information.
- The right to restrict processing. You have the right to suppress processing. We can retain just enough information about you to ensure that the restriction is respected in future.
- The right to data portability. We can provide you with your personal data in a structured, commonly used, machine readable form when asked.
- The right to object. You can object to your personal data being used for profiling, direct marketing or research purposes.
- You have rights in relation to automated decision making and profiling, to reduce the risk that a potentially damaging decision is taken without human intervention.

Details of transfers to third country and safeguards

Your personal and sensitive data will only be stored and processed on servers based within the European Economic Area (EEA).

Data Controller

Plymouth City Council is registered as a data controller with the Information Commissioner's Office (registration number: Z7262171).

Contact details for the council's data controller are:

Data Protection Officer, Plymouth City Council, Ballard House, West Hoe Road, Plymouth PL1 3BJ.
Email: dataprotectionofficer@plymouth.gov.uk