

Privacy Notice

The Council is the data controller for purposes of the Data Protection Act (2018) and The General Data Protection Regulation (EU) 2016/679 ("GDPR") and is registered as a data controller with the Information Commissioner's Office (ICO) under registration number Z5840053.

Brighton and Hove City Council are committed to protecting your personal information. As a data controller we have a responsibility to make sure you know why and how your personal information is being collected in accordance with relevant data protection law.

Purposes & Lawful basis of processing

SMHS collects personal and special category data in line with the Children and Families Act 2014 as well as the SEND Code of Practice. Our legal basis for processing your data is for us to be able to undertake tasks carried out in the public interest and for the provision of health or social care.

Who we will Share your Data with

Your data may be shared with Families Children and Learning Directorate and partners from Health to ensure appropriate access to relevant services, in the best interest of children and young people.

We may need to share your information with colleagues and other agencies if we have any safeguarding concerns. We will not ask your consent prior to this if we feel someone may be at risk of harm.

PLEASE let us know if there is anyone you do not want us to contact about your child.

How Long we will Hold your Data (Retention)

- We will hold your data for a maximum of 35 years chronological age of child/young person or in accordance with the FCL retention schedule.

Your information rights

- Under GDPR you have certain rights concerning your information.
- For further information on your rights visit our website.

Further information

If you would like to discuss this further please contact our Information Governance Team on 01273 295959 or data.protection@brighton-hove.gov.uk

The council also has a Data Protection Officer, who can be contacted via the Council website data protection officer page.

You can also contact the ICO for further information or to make a complaint:

Information Commissioner's Office

Wycliffe House Water Lane Wilmslow Cheshire SK9 5AF

Phone: 0303 123 1113 (local rate) or 01625 545 745 if you prefer to use a national rate number

[Email ICO](#)

[Report a concern on the ICO website](#)