

KCC Children, Young People & Education

Children's Social Care privacy notice - Easy Read



Who are we?

We are Kent County Council (KCC). We have a duty to look after children, young people, and families. Support is given by teams across KCC.

We work with other teams to make sure we deliver the best possible outcomes for children, young people, and families in Kent.



There is a law called Data Protection and the United Kingdom General Data Protection Regulation (UK GDPR). This law means we must tell you:

1. What personal information we collect
2. How we get your personal information
3. How we use your personal information
4. Who we can share your personal information with

What personal information we collect

- Name, contact details, date of birth, gender
- Sensitive information such as which country you are from, disability, health information
- Identity numbers like your NHS number
- Details of your friends and family
- Reasons we are helping you and details of what we have done to look after you
- Education information for children
- Adoption information, care and care leaving information



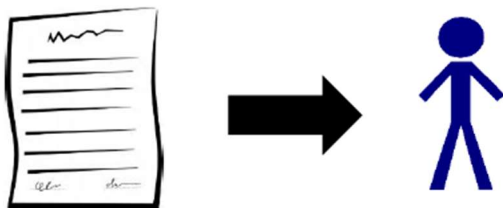
Reasons we can record and use your information

We collect and use your information because we have a legal obligation to, and to carry out our responsibility in the public interest.

The laws that we must abide by are

- The Children and Families Act 2014
- The Children and Social Work Act 2017
- The Children Act 1989
- The Homelessness Reduction Act 2017

We collect and use sensitive information for legal reasons, to look after you and make sure you are treated equally, and to send reports to the government.



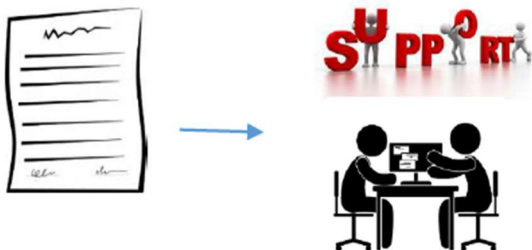
How we get your personal information

We get this information from:

- What you tell us when we work with you

We also get personal information from other sources:

- The Police and Courts
- Other Councils
- Other organisations you have worked with
- Schools
- Other KCC teams and services



How we use information about you

We use information about you to:

- Safeguard children, and to monitor their progress
- Make sure you and your family get the right support at the right time from us and
- From other services if required.
- Help us make sure that we are doing the best job for you and everyone we work with



Keeping your personal information safe

We have security which prevents information from being accidentally lost or used in the wrong ways.

We only let people see your information if they have a work reason to know it. Anyone seeing your information must do it confidentially. This means that they must not share it unless there is a good reason, such as if you or somebody else's safety is at risk.



Who we share your personal information with

We might share your personal information with:

- Teams within KCC and our partners who might help you or your family
- Schools
- Partners we trust, which may include doctors and nurses, other councils, the Courts
- The government

We must share personal information with the Police if we are asked to by law.



We will not keep information about you for longer than it is needed



Your Rights

Under the UK GDPR you have rights. For free, you can:

- Know what we are doing with your information and why we are doing it.
- Ask to see what information we have about you (Subject Access Request).
- Ask us to correct any mistakes in the information we have about you.

- Make a complaint to the Information Commissioners Office.

You can get more information about your rights and the United Kingdom General Data Protection Regulation from the UK Information Commissioners Office (ICO).

For more information visit

<https://www.kent.gov.uk/about-the-council/aboutthewebsite/privacy-statement>