

Privacy Notice

SEND Local Offer newsletter

Bristol City Council is the data controller for the purposes of the Data Protection Act 2018 and other regulations including the General Data Protection Regulation (Regulation (EU) 2016/679), which means it determines what your data is used for and why it is collected. The purpose of this privacy notice is to tell you about what information we collect about you when you use our service, how we use that information and who we may share it with.

The contact details of the data controller are:

Bristol City Council,
City Hall,
College Green,
Bristol,
BS1 5TR

What data we need to collect and the legal basis for processing it:

To provide the SEND Local Offer community newsletter, we will process your email address. We are collecting this data to provide you with this newsletter, with your consent.

How long we will keep your data for:

We will hold this information for three years, after which time we will stop sending you the newsletter and check if you want to continue receiving our emails. If you do not respond, your data will be deleted. You can remove your data from our list by clicking the unsubscribe link at the bottom of our emails. Or you can email us 'unsubscribe' to bristollocaloffer@bristol.gov.uk.

Why we need to collect your data:

We will use this information to send you the SEND Local Offer community newsletter. The newsletter will keep you up-to-date with the latest information about SEND services for children, young people and families in Bristol.

Who we share your data with and why:

This data will be shared with the data processor Mailchimp, which is the platform we use to send the newsletter.

Will my personal data be sent outside the UK?

Personal data processed by Mailchimp will be sent outside the UK and processed in the US in line with the circumstances outlined in their privacy notice and is safeguarded by the standard contractual clauses adopted by the European Commission that enable the safe transfer of data under EU law. Mailchimp outline the safeguards in place in this guidance <https://mailchimp.com/help/about-mailchimp-and-the-gdpr/>.

No other personal information is routinely sent or held outside the UK. Should the transfer of personal information outside the UK become necessary, it will only take place if permitted by law, and then only where there are appropriate safeguards in place to protect the data.

Your rights as a data subject:

As we rely on your permission to use your personal information, you have the right to withdraw your consent to us using your personal information at any time.

You have the right to ask for access to your data and where data is found to be inaccurate to have that data corrected. In certain circumstances you have the right to have data held about you erased, or the use of it restricted. You may be able to object to processing and may also have the right to have your data transferred to another data controller.

You also have a right of complaint to the Information Commissioner's Office (ICO) at www.ico.org.uk if you think we have not dealt with your information in a proper manner.

You can ask to see what information we hold about you and have access to it. You can do this by contacting:

Data Protection Officer
Information Governance
Bristol City Council
City Hall
College Green
Bristol
BS1 5TR

Data.protection@bristol.gov.uk

Other questions about the data being processed may also be sent to the above address.

Fraud Prevention and Detection:

Bristol City Council is required by law to protect the public funds it administers. It may share information provided to it with other bodies responsible for auditing, administering public funds, or where undertaking a public function, in order to prevent and detect fraud. For more information visit www.bristol.gov.uk/data-protection-foi/fraud-prevention-and-detection.