

# Children's Targeted Short Breaks Privacy Notice

Bristol City Council is the data controller for the purposes of the Data Protection Act 1998 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 policy 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 **City Hall Address**

Bristol City Council and its partners are committed to working with Children and families and also to meet the Government requirements to deliver and plan targeted short breaks services.

Your privacy is important to us and we take great care to protect it.

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

We collect data from our commissioned services to;

- cross-reference individuals across service and ensure equity of access.
- ensure equity of access for people across the city to our services
- plan for future service delivery

We are processing this data as it is facilitating a public task.

## How long we will keep your data for:

The Goddard Enquiry has ruled no data can be deleted from Social Care databases until advised.

## What we do with your information:

In order to;

- understand and meet the needs of families
- understand the difference we are making
- ensure equity of access
- plan for future service delivery

We will be analysing personal records that relate to you.

This includes records in relation to your age, address, disability, ethnicity and what short break you have attended\*.

## Your rights as a data subject:

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 have the right to have any inaccurate information corrected. You also have a right of complaint to the Information Commissioner's Office (ICO) at [www.ico.org.uk](http://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:

Senior Data Protection Officer

Bristol City Council

ICT Commissioning and Information Governance

P O Box 3176

BRISTOL

BS3 9FS

[Data.protection@bristol.gov.uk](mailto: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 <https://www.bristol.gov.uk/data-protection-foi/fraud-prevention-and-detection>

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\* appropriate measures are in place to prevent unauthorised use of the data;