

NCMP Privacy Notice

Who we are

Bristol City Council is the data controller for the purposes of the Data Protection Act 2018 and other regulations including the UK General Data Protection Regulation (UK GDPR), which means it determines what your personal data is used for and why it is collected.

The purpose of this privacy notice is to tell you about how we collect and use personal data in connection with our service. We may update this privacy notice from time to time. When we do this, we will communicate any changes to you and publish the revised privacy notice on our website. This privacy notice should be read alongside the councils [Corporate Privacy Notice](#).

Our main address is City Hall, College Green, Bristol, BS1 5TR and our contact details can be found on [Bristol City Website](#)

National Child Measurement Programme (NCMP)

The [National Child Measurement Programme](#) (NCMP) is a system of childhood growth surveillance for reception and year 6 age children in England. It is a mandatory duty of public health in local authorities to conduct this work and share information with NHS England who collate national statistics from the data collected by each local authority. The programme is lead nationally by the Office for Health Improvement and Disparities (OHID) and NHS England and must be conducted locally in accordance with the guidance created by NHS England.

What data we need to collect and use?

To provide this service, we will collect and use some or all the personal information below:

- Pupils' Full Name
- Pupils' unique pupil number & school ID number
- Pupils' Address (including postcode)
- Pupils' Date of Birth
- Pupils' Parent/Carer Contact details (including telephone number & email address)
- Pupils' Ethnicity
- Pupils' Gender
- Height
- Weight
- Date measured
- BMI centile and change

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We get most of this information from you and from what we learn about you through your use of our services, but we may also get some information about you from:

- **Sirona Care and Health**

How do we use your personal information?

We use this information for one or more of the following reasons:

We will use this information for our statutory duty to submit this data annually to NHS England, via a web-based system they provide. The data is also used to make telephone calls and generate personalised feedback letters to parents and carers based on the specific measurements of their child. Record level data used for a wide variety of analyses of the prevalence of excess weight / obesity, cross referenced via postcode of residence to a number of other local geographies (deprivation quintiles, children's centre catchments, school pupil catchments, wards, etc.)

Important: Your child will **not be identified** in any published statistics or reports.

What is the legal basis for our use of your personal information?

The information below shows the legal bases we are relying on to use your personal or special category (sensitive) personal information.

You can see a list of the full legal bases we may rely on by looking at our [main privacy notice](#).

Our legal bases for using your personal information are to:

- meet our legal obligations
- exercise our tasks in the public interest

The legal gateway for the NCMP processing is:

The statutory authority for processing NCMP data is provided by The Local Authorities (Public Health Functions and Entry to Premises by Local Healthwatch Representatives) Regulations 2013 and The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.

Special category (sensitive) personal information:

Our additional legal bases for using your special category information are:

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- substantial public interest for the provision of:
 - health or social care
 - public health where the processing is necessary for:
 - public health monitoring and statistics

Who else might we share your personal information with?

Sometimes we may need to share your information, but we will only do so where we have a valid legal basis to share data. We will only share the minimum information for each circumstance. We may share some of your personal information with one or more of the following:

- Data is shared with: **NHS England**, and **The Department of Health and Social Care (DHSC)**, where appropriate
- You can read more about how the Department of Health and Social Care collects, stores and uses your child's information and data in the NCMP Privacy Notice: [National Child Measurement Programme: privacy notice - GOV.UK](#)

We may also use data processors to support our activities, for example by providing systems we need or delivering services on our behalf. These processors are:

- [Sirona care & health](#) who we commission to provide the School Nursing Service across Bristol and deliver the NCMP on our behalf – please see their privacy notice: [Policies - Sirona care & health](#)
- [Maximus UK](#) who we commission to deliver [Beezee Families](#) healthy lifestyle programme for families with children between 4 to 12 years old – please see their privacy notice: [Privacy policy - Maximus UK](#)

How long we will keep your personal information?

We will keep your personal information for as long as it is needed for the purposes described in this notice, or where we are required to do so by law.

In practice, this means:

- We will retain personal information collected through the programme for **20 years from the end of the academic year in which it was collected**. As the programme began in 2006, this retention period is applied on a rolling basis. Retaining the data for this period enables us to carry out long-term trend analysis and respond to parent/carers queries relating to previous years of the programme.

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- At the end of the retention period, we will review whether there is a continued need to retain the information. Where retention is no longer necessary, personal information that identifies you (such as your name, address and date of birth) will be removed from our records. An anonymised version of the data will then be retained for ongoing trend analysis and research purposes.

Your rights as a data subject

The law gives you a number of rights to control what and how personal information is used by us, including the right to access a copy of your personal information and withdraw your consent when we rely on your permission to use your personal data.

Full details about how we use and share your data and your rights can be found on our [Corporate Privacy Notice](#). If you are unable to access our digital Privacy Notice, please [contact Citizens Services](#) whom will be able to send a hard copy.

To update or correct your information if it is inaccurate please [contact Citizens Services](#).

To access a copy of your personal information, more details and how to make a request can be found on the [data protection subject access requests page on the council website](#).

You can exercise any of these rights, ask questions about how we use your personal data or complain by contacting us at data.protection@bristol.gov.uk or by writing to our data protection officer at:

Data Protection Officer
Information Governance
Bristol City Council
City Hall
PO Box 3399
Bristol
BS1 9NE

If you think we have dealt with your information inappropriately or unlawfully, you have the right to complain to the ICO at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Website: <https://ico.org.uk/>

Next annual review date: Oct 2026

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