



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 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 –

Home to School Travel Team
Bristol City Council
Office address: City Hall, College Green, Bristol BS1 5TR
Postal address: PO Box 3176 (CH) Bristol BS3 9FS

e-mail: home.school.travel@bristol.gov.uk
Tel: 0117 903 7672

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

To provide this service, we will process name, address, school, date of birth, email address, telephone number and any other information entered onto this form. We are collecting this data with your consent as it is part of Bristol City Council performing a task as a public authority.

How long we will keep your data for:

We will hold this information indefinitely as per the Goddard Enquiry.

Why we need to collect your data:

We will use this information for performing a risk assessment on your child/young person in order for them to travel safely from home to school with Bristol City Council..

Who we share your data with and why:

This data will be shared with your child/young person's school, social worker, escort on the vehicle and passenger services so that a live, detailed risk assessment can be completed and updated when necessary.

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 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:

Senior Data Protection Officer
Bristol City Council
ICT Commissioning and Information Governance
P O Box 3176
BRISTOL
BS3 9FS
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 .