

# Youth Safety Survey

---

## Privacy notice

---

We want to protect your child's privacy. This privacy notice sets out how we will collect and use your child's personal data if they take part in the survey Crest Advisory are conducting on behalf of West Sussex County Council.

### ***What information do we collect about you?***

The personal data we process about your child may include:

- The area they live in
- Their ethnicity
- Their age, year group and school
- Their gender
- Any other personal data they may volunteer

They will not be asked to supply their name, your name or any contact details. Data will be collected when your child takes part in the survey. Any information we use will be anonymised (that is, no one will know it was your child that gave us any of the data) and will no longer be identifiable (the Crest research team and others will not know who your child is).

### ***What is our lawful basis for processing your data?***

West Sussex County Council is the data controller of your data and Crest is the data processor of your data. We are relying on the lawful basis of CONSENT: our lawful basis for processing your child's personal data is consent. Consent is an important right that you have, and is covered by law. **The parental opt-out form should be signed and sent back to your school if you do not want your child to take part - by not responding you are consenting to your child taking part.**

### ***Who has access to your information?***

Your child's information will be seen and used by a limited number of researchers in Crest's project team. Your child's personal information will not be given to anyone outside of this team. At all times, your child's data will be treated as in line with the Data Protection Act (2018) and UK General Data Protection Regulation (UK GDPR), the laws that are important for data protection.

### ***What will we do with your data?***

The data collected will be used for this project only. Data will be analysed in aggregate to provide an understanding of children and young people's experiences in West Sussex. The anonymised aggregate-level results of the research will be given to West Sussex County Council and will be used in reports summarising key findings. Some reports may also be put

online. The survey data will be securely deleted within six months of the project end date (estimated in January 2025).

### ***Your legal rights***

In some situations, you have rights under data protection laws in relation to your personal data, including rights to:

- **Request access to your personal data:** this allows you to get a copy of the personal data we hold about you and to check we are using it in a legal way.
- **Request correction of your personal data:** this allows you to have any data that is not finished or not right, that we hold about you, corrected.
- **Request deleting of your personal data:** this enables you to ask us to delete or remove personal data where there is no good reason for us continuing to process it.
- **Object to processing of your personal data:** for example, you can object where we are relying on a legitimate interest (or those of a third party) and there is something about your particular situation which makes you want to object to processing on this ground as you feel it impacts on your fundamental rights and freedoms.
- **Request restriction of processing your personal data:** This enables you to ask us to suspend the processing of your personal data.
- **Data portability:** Where the processing takes place on the basis of your consent or contract, and is carried out by automated means, you have the right to request that we provide your personal data to you in a machine-readable format, or transmit it to a third party data controller, where technically feasible.
- **Right to withdraw consent to the processing of your personal data:** This applies where we have relied on consent to process personal data. That is, if you change your mind about us using your data, you can tell us and we will stop using it. Please note that withdrawal of consent will not affect the lawfulness of any processing carried out before withdrawing your consent. That means if we use your data when we did have permission, then you change your mind, it doesn't mean we weren't allowed to use it when we did have permission.
- **Right not to be subject to decisions based purely on automated processing** where it produces a legal or similarly significant effect on you.

Please also note that we can only respond to the above during the period for which we hold personal information and only if that personal information directly identifies your child. The survey data will be securely deleted within six months of the project end date (estimated in January 2025).

In this survey, we will not collect information such as names or contact details, and steps will be taken to anonymise any other personal data provided. Therefore, it may not be possible or reasonable for us to action these requests.

If you have any questions or concerns about the collection, use or disclosure of your child's personal information, please contact your school who can then get in touch with us. You also have the right to complain to the Information Commissioner's Office about the way we handle your child's personal information. Details on how you do this can be found at <https://ico.org.uk/make-a-complaint/>.