

# PRIVACY NOTICE

## What the LA does with pupil and School Workforce Data

The **Local Authority (LA)** uses information about children for whom it provides services, to enable it to carry out specific functions for which it is responsible, such as the assessment of any special educational needs the child may have and to be able to help improve the wellbeing of children and young people. It also uses the information to derive statistics to inform decisions on (for example) the funding of schools, and to assess the performance of schools and set targets for them. The statistics are used in such a way that individual children cannot be identified from them.

The Local Authority will use information about its school workforce for research and statistical purposes, and to evaluate and develop education policy and strategies. The statistics are used in such a way that individual staff cannot be identified from them.

The LA may also use it to support and monitor schools regarding sickness and recruitment of staff.

The **Lancashire Children's Trust Partnerships** are made up of organisations that provide services for children, young people and their families. These partner organisations include Lancashire County Council, NHS bodies, District Councils, the Voluntary, Community and Faith Sector (VCFS) and other statutory and non statutory services. Children's Trust's are a key mechanism through which we will manage the changes and achieve the Trust's vision: ***A moral commitment to work in the best interests of children and young people and their families at all times, and make a positive difference to their lives.***

The Lancashire Children's Trust Partnerships use information about children, young people and their families to ensure that support is designed, available resources allocated and performance monitored which meets their needs and improves outcomes in the most equitable, effective, efficient and sustainable way. The information is used in such a way that individual children and young people cannot be identified from them.

The Trust Partnerships provide a forum for agencies to work together to provide better support for children, young people and families. Organisations who are members of the Lancashire Children's Trust Partnerships may share information about individual children, young people and families where law and rules permit it.

**Primary Care Trusts (PCT)** use information about pupils for research and statistical purposes, to monitor the performance of local health services and to evaluate and develop them. The statistics are used in such a way that individual pupils cannot be identified from them. However, information relating to individual pupils may be used by PCTs to improve the accuracy of the information they hold, and help them to offer programmes that improve the wellbeing of children and young people, for example, information on the height and weight of individual pupils may be provided to the child and its parents, and this will require the PCTs to maintain details of pupils' names for

this purpose for a period designated by the Department of Health following the weighing and measuring process. PCTs may also provide individual schools and LAs with aggregate information on pupils' height and weight.

**Youth Support Services** - For pupils aged 13 years and over, the school is legally required to pass on certain information to the provider of youth support services in their area. This is the local authority support service for young people aged 13 to 19 in England. The school must provide the name and address of the pupil and their parents, and any further information relevant to the support services' role. In addition, the date of birth of the pupil is supplied.

Until pupils are aged 16 or older, their parent(s) can ask that no information beyond their children's name, address and date of birth (and their own name and address) be passed to the youth support services provider. This right transfers to the pupil on their 16<sup>th</sup> birthday. Pupils and/or parents will need to inform the school if this is what they wish.

Online information, advice and support on a range of issues affecting young people can be found on the Directgov Young People page at

[www.direct.gov.uk/en/YoungPeople/index.htm](http://www.direct.gov.uk/en/YoungPeople/index.htm) with access to trained helpline advisers, via SMS text message, telephone, webchat and email.