

School Health Survey Privacy Notice

Here at Wakefield Council, we take your privacy seriously and will only use your personal information for the purposes listed below. This notice provides details of how the Council collects and uses information about you.

Who we are:

a) The Controller for the information we hold is Wakefield Council. Contact details:

Telephone: 01924 306112

Email: dataprotection@wakefield.gov.uk

b) If you have any queries regarding your information that we are using for the purpose outlined below, please contact the Controller's representative. Contact details:

Public Health Intelligence Manager

Paul Jaques

Telephone: 01924 302094

Email: pauljaques@wakefield.gov.uk

c) The Council's Data Protection Officer is the Corporate Information Governance Team Manager: Contact details:

Telephone: 01924 306112

Email: dpo@wakefield.gov.uk

What personal information do we collect?

The online School Health Survey is carried out as part of the Council's duty to commission and provide health and care services to children and young people. The survey participants are school children in Years 5, 7 and 9. The data is collected directly from the individuals and held by Wakefield Council's Public Health Service.

The categories of information collected will depend on your age group.

As part of the School Health Survey, the Public Health Service may collect and use the following information about you:

- your school;
- your postcode;
- your gender and ethnicity;
- the number of adults in your household;
- your caring responsibilities;
- whether you receive learning or behavioural support at school;
- eating habits and oral health;
- physical activity;
- smoking, drinking alcohol and drug use;

- bullying and safety;
- sexual health;
- wellbeing and sleep;
- social media and internet use;
- use of free time and reading;
- money and gambling; and
- future aspirations.

The data is collected anonymously. Participation is not mandatory and you are free to choose not to provide any of the information we request from you.

Why do we collect your personal information?

We use this information to:

- analyse and understand the health behaviours and needs of the children living in the Wakefield District;
- inform the most suitable health and care services;
- assist schools to understand areas where they can help improve the health and wellbeing of their pupils; and
- support schools to ensure that they offer the lessons and opportunities that most closely align with the needs of their pupils.

Who do we share this information with?

To enable us to provide this service, we may use third party platforms and share your information with our contractors, subject to appropriate contractual and data protection safeguards.

For example, we may use SurveyMonkey to collect the data and we may share the survey data with an external research company in order for them to process and analyse the data on the Council's behalf.

Schools receive a report for their school for benchmarking purposes and reports on the data at a district level are shared with the public. However, these do not identify individual participants.

We will only share the minimum information necessary for the purpose.

What authority does the Council have to collect and use this information?

Wakefield Council relies on the following lawful basis to process your personal data:

UK GDPR Article 6(1)(e) – Public Task: processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Controller.

Where we process your 'special category' data, we also rely on:

Article 9(2)(h) - Health and Social Care: processing is necessary for the provision of health or social care or treatment or the management of health or social care systems and services; meeting Schedule 1, Part 1 of the Data Protection Act 2018 as below:

- (2) Health or social care purposes
- (3) Public health

How long will we keep your data?

We will keep information collected in the survey for the purposes detailed above for a period of 10 years after the survey is conducted, after which time it will be deleted from our systems.

The reason for keeping information for this period of time is to allow for analysis of trends and comparison of data over time.

Your rights and your personal data

Under the UK GDPR you have the following rights:

Right of Access

You have a right of access to the personal information that the Council holds about you, and/or the right to be given a copy of the data undergoing processing.

Right to Rectification

You have the right to request that the Council corrects any personal data if it is found to be inaccurate, incomplete or out of date.

Right to Restriction of Processing

You have the right, where there is a dispute in relation to accuracy or lawfulness of processing of your personal data, to request that a restriction is placed on further processing.

Right to Object to Processing

In certain circumstances, you may have a right to object to the processing of your personal data.

Right of Complaint

You have a right to lodge a complaint with the Information Commissioner, please find contact details below.

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Tel: 0303 123 1113 (local rate) or 01625 545 745 if you prefer to use a national rate number

To exercise any of your rights, you should contact the Data Controller's representative as detailed at the beginning of this notice.

Transfer of data outside the UK

Personal data transferred under this Privacy Notice may be transferred to our contractors based in the European Economic Area (EEA), which is deemed by the UK to have adequate data protection standards.

Any onward transfers to areas that are outside the EEA and not subject to an 'adequacy decision' will be subject to the 'appropriate safeguards' required under data protection law, such as standard contractual clauses.

Further processing

If we wish to use your personal data for a new purpose, not covered by this Privacy Notice, then we will provide you with a new Privacy Notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions.

For more information about how the Council uses your data, including your privacy rights and the complaints process, please see our [Corporate Privacy Notice](#).