Language Unit

This notice explains what personal information we hold about young people we are working with, how we collect, how we use and may share information about them. We are required to give you this information under data protection law.

We can be contacted by emailing language.unit@hullcc.gov.uk or by post

The Language Unit
Hull City Learning Centre
Hopewell Road
Hull
HU9 4HD

We collect information in order to allow us to provide support to children who have speech and language difficulties

During our work we may collect the following information -

- basic information (such as Name, Address, Dob, Gender) about the young person we are working with
- information about the Special Educational Needs, including medical information where this is appropriate of the child we are working with
- information about the School life (such as attainment and attendance) of the child we are working with
- information about the home life of the child we are working with and their family, including any involvement with Social Services
- details of the parent/carer and family of the child we are working with
- information from professionals/services that work or have worked with the child we are assessing

We will process this personal information in accordance with the following conditions in the GDPR -

- 6(1)(a) the data subject has given consent to the processing of his or her personal data for one or more specific purposes; specifically for photos
- 6(1)c processing is necessary for compliance with a legal obligation to which the controller is subject - duties of local authorities, health bodies, schools and colleges to provide for those with special educational needs under part 3 of the Children and Families Act 2014.
- 9(2)(a) the data subject has given explicit consent to the processing of those personal data for one or more specified purposes, except where Union or Member State law provide that the prohibition referred to in paragraph 1 may not be lifted by the data subject – specifically for photos
- 9(2)(f) processing is necessary for the establishment, exercise or defence of legal claims or whenever courts are acting in their judicial capacity; might be used in a complaint against the council regarding support for disabled chil
- 9(2)(h) processing is necessary for the purposes of preventive or occupational medicine, for the assessment of the working capacity of the

employee, medical diagnosis, the provision of health or social care or treatment or the management of health or social care systems and services on the basis of Union or Member State law or pursuant to contract with a health professional and subject to the conditions and safeguards referred to in paragraph 3;

We will receive information relating to the child we are assessing and their family from, the child themselves, schools, the family, other council departments, other externals professionals with the family and any other agency who is working or has worked with the child or family in the past

We may share your personal information with the child's school or educational setting, other professionals involved with the child and other local authorities (if the child moves home address).

In line with our statutory obligations we will keep any work that we do until the child the work relates to reaches 30 years of age

More details about how Hull City Council uses personal information can be found on our website - http://www.hull.gov.uk/help/privacy-notice

If you would like to enquire about how your personal information is processed by us or wish to complain please contact –

Hull City Council
Data Protection Officer
Room 11
The Guildhall
Hull
HU1 2AA

You also have the right to complain to the regulator –

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

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

Online enquiries - https://ico.org.uk/global/contact-us/email/