

PRIVACY NOTICE for Children In Need or Looked After by the Local Authority

Privacy Notice - Data Protection Act 1998

This letter is for information only and you do not have to take any action.

Lancashire County Council holds personal data about children to whom we provide services, and uses these data to:

- support children and monitor their progress
- provide appropriate help and support, and
- assess how well the Local Authority services as a whole are doing.

This information includes details of the services we provide.

We are required to pass on some of this information (but not the names of individual children) to the Department for Education (DfE). The DfE uses this information to help with policy development, Local Authority performance management and funding and to help with the development of good practice.

If you want to see a copy of the information we hold and share about you then please contact The Data Protection Officer, PO Box 78, County Hall, Preston PR1 8XJ at Lancashire County Council.

If you require more information about how the County Council and/or DfE store and use this data please go to the following websites:

- http://www3.lancashire.gov.uk/corporate/atoz/a_to_z/service.asp?u_id=3082&tab=1
- <http://www.teachernet.gov.uk/management/ims/datamanagement/privacynotices/pupilsdata/>

If you are unable to access these websites, please contact the County Council or the DfE as follows:

Lancashire County Council

Data Protection Officer
PO Box 78
County Hall
PR1 8XJ
01772 531116

The Department for Education

Public Communications Unit
Department for Education
Sanctuary Buildings
Great Smith Street
London
SW1P 3BT
Website: www.education.gov.uk
Email: info@education.gsi.gov.uk
Telephone: 0870 000 2288