

Harmful Sexual Behaviour (HSB) - PRIVACY NOTICE

This privacy notice was completed in December 2021 and will be regularly reviewed. When we use your personal data, CYC complies with data protection legislation and is the registered 'Controller'. Our data protection notification is registered with the Information Commissioner's Office (ICO) – reference **Z5809563**.

Why is information being collected?

The City of York Safeguarding Children Partnership (CYSCP) established a task and finish group to review the Partnership response to Harmful Sexual Behaviour in the City of York to improve outcomes for children.

In order for the CYSCP to review the impact of work carried out during the past year in relation to Harmful Sexual Behaviour and to establish what further work needs to be carried out by agencies, the CYSCP are asking you for your views and would like you to complete a short survey.

Further information about Harmful Sexual Behaviour can be found here:

<https://www.saferchildrenyork.org.uk/harmful-sexual-behaviour.htm>

What information will be collected?

This survey does not ask for your name, contact details, address or whether you are a practitioner or parent.

It does ask for your feedback, opinions and thoughts.

Participation is voluntary and you can choose to not answer any of the questions.

What will we do with the information?

We are using the information you give us with your consent. You can withdraw your consent at any time by contacting cyscp@york.gov.uk.

We will use the survey responses and feedback to establish any areas for improvement and to help inform any further support that may be required to assist practitioners understanding around Harmful Sexual Behaviour. This may be included in presentations, statistics and reports. Any presentations, reports and

statistics for publication or use outside of the authorised council staff, will be anonymised and cannot be linked back to you or individuals. Reports containing anonymous information may also be shared with the general public and other organisations.

We will protect it and make sure nobody has access to it who shouldn't and we will not keep it for longer than is necessary.

We are using Survey Monkey to process responses, you can find out how they use your information, at http://www.surveymonkey.com/mp/legal/privacy-policy/?ut_source=footer

We will not use the information for any other purpose than set out in this privacy notice and will not disclose to a third party i.e. other companies or individuals, unless we are required to do so by law for the prevention of crime and detection of fraud, or, in some circumstances, when we feel that you or others are at risk. You can find out more about how the Council uses your information at <https://www.york.gov.uk/privacy>

Storage of information

We will keep the information you give us in council's secure network drive and make sure it can only be accessed by authorised staff.

How long will we keep the information?

We will keep the information you give us for up to three years and then will securely and confidentially destroy it.

Where required or appropriate, at the end of the retention period we will pass onto the City Archives any relevant information.

Further processing

If we wish to use your personal information for a new purpose, not covered by this Privacy Notice, we will provide you with a new notice explaining the purpose prior to commencing the processing and the processing conditions. Where and whenever necessary, we will seek your consent prior to the new processing.

Your rights

To find out about your rights under data protection law, you can go to the Information Commissioners Office (ICO): <https://ico.org.uk/for-the-public/>

You can also find information about your rights at <https://www.york.gov.uk/privacy>

If you have any questions about this privacy notice, want to exercise your rights, or if you have a complaint about how your information has been used, please contact us at information.governance@york.gov.uk or on 01904 554145 or write to: Data Protection Officer, City of York Council, West Offices, Station Rise, York YO1 6GA.