



From mountain to sea

ABERDEENSHIRE THROUGH-CARE AND AFTER-CARE SERVICE PRIVACY NOTICE

The Data Controller of the information being collected is Aberdeenshire Council.

The Data Protection Officer can be contacted at Town House, 34 Low Street, Banff, AB45 1AY.

Email: dataprotection@aberdeenshire.gov.uk

Your information is being collected to use for the following purposes:

- To support the assessment of a young person’s needs when they stop being Looked After
- To help inform how the Throughcare and Aftercare Service can work with the young person to help them move on to the next stage in their life until they are living independently
- To inform Throughcare and Aftercare Service Pathway Reviews for individual young persons, and to assist self-evaluation and improvements.
- To ensure financial payments can be made to eligible young people.
- To allow Aberdeenshire Council to make payments to you, if and when they become due.
- To allow Aberdeenshire Council to collect payments from you, if and when they become due.

Your information is:

Being collected by Aberdeenshire Council

The Legal Basis for collecting the information is:

Personal Data		Special categories of personal data	
Consent	X	The data subject has given explicit consent to the processing	
Legal Obligations	X		
Task carried out in the Public Interest		Processing relates to personal data which are made public by the data subject	
Legitimate Interests ¹		Processing is necessary for the establishment, exercise or defence of legal claims or whenever courts are acting in their judicial capacity	



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	Processing is necessary for reasons of substantial public interest	X
	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	
	Processing is necessary for reasons of public interest in the area of public health	
	Processing is necessary for archiving purposes in the public interest , scientific or historical research purposes or statistical purposes	X

Where the Legal Basis for processing is either Performance of a Contract or Legal Obligation, please note the following consequences of failure to provide the information:

Local Authorities have statutory responsibilities to provide support and services to previously Looked After Children up until the age of 26 years. A young person can choose not to take up these services, but the Local Authority must regularly ensure they have attempted to offer and provide such services where needed and will contact eligible young people at regular intervals. If relevant information is not provided by the young person, we will be unable to fulfil these responsibilities.

Your information will be shared with the following recipients or categories of recipient:

- Other Children’s and Adults’ Social Work staff as appropriate
- Relevant staff in Schools, College or University as appropriate and with consent
- Department of Work and Pensions if appropriate and with consent
- Other services within Aberdeenshire Council as appropriate and with consent, e.g. Housing, Finance, Health and Social Care Partnership
- NHS Grampian as appropriate and with consent
- Aberdeenshire Council for statistical purposes
- If required to share data as part of a freedom of information request



- Provide data for statistical purposes to Scottish Government and national professional bodies as required.

HM Revenue and Customs, National Fraud Initiative, Spikes Cavell, Sheriff Officers and Debt Collection Agencies and Department of Work Pensions.

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Your information will be transferred to or stored in the following countries and the following safeguards are in place:

Not applicable

The retention period for the data is:

Records are maintained for up to 100 years. After this point they are confidentially destroyed.

Payables - 7 years

Receivables - 7 Years. If legal action has been sought and a decree is granted, all information will be retained until the debt is paid in full.

The following automated decision-making, including profiling, will be undertaken:

Not applicable

Please note that you have the following rights:

- to withdraw consent at any time, where the Legal Basis specified above is Consent;
- to lodge a complaint with the Information Commissioner's Office (after raising the issue with the Data Protection Officer first);
- to request access to your personal data;
- to object, where the legal basis specified above is: (i) Performance of a Public Task; or (ii) Legitimate Interests.
- to data portability, where the legal basis specified above is: (i) Consent; or (ii) Performance of a Contract;
- to request rectification or erasure of your personal data, as so far as the legislation permits.

Where the Legal Basis for processing is Consent, please confirm that you have been provided:

- why your information is being collected;



- the purposes for your information being collected;
- full information about the intended processing;

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- details of any sharing of your information;
- details of the security for transferring your information to any country outside the EEA;
- the applicable retention period;
- details of any automated decision-making or profiling applied to your information; and
- details of your rights.

I understand that I have the right to withdraw this consent at any time by contacting

ecs.csw@aberdeenshire.gov.uk

Name

Date

Signature