Privacy Notices:
Children and young people: information held by local authorities

The Data Protection Act 1998: How we use your information

We use information about children and young people to enable us to carry out specific functions for which we are responsible. We also use this personal data to derive statistics which inform decisions we make e.g. regarding the funding of schools, assess their performance and to set targets for them. These statistics are used in such a way that individual children cannot be identified.

Youth Support Services - For students aged 13 and over, schools are legally required to pass certain information to the provider of Youth Support Services in their area. This is the local authority support service for young people in England who are aged 13 to 19.

Primary Care Trusts (PCTs) use information about students for research and statistical purposes, to develop, monitor and evaluate the performance of local health services. These statistics will not identify individual students. It is necessary for certain health information about children (e.g. such as their height and weight) to be retained for a certain period of time (designated by the Department of Health) and requires these PCTs to maintain children's names and addresses for this purpose. PCTs may also provide individual schools and LAs with aggregated health information which will not identify individual children.

Education and training: Lancashire County Council hold information about young people living in our area, including about their education and training history. This is to support the provision of their education up to the age of 20 (and beyond this age for those with a special education need or disability). Education institutions and other public bodies (including the Department for Education (DfE), police, probation and health services) may pass information to us to help us to do this[1].

We share some of the information we collect with the Department for Education (DfE) to enable them to produce statistics, assess our performance, determine the destinations of young people after they have left school or college and to evaluate Government funded programmes.

We may also share information with post-16 education and training providers to secure appropriate support for them. We may also share data with education establishments which shows what their students go on to do after the age of 16.

For children under 16, a parent or guardian can ask that no information other than their child's name, address and date of birth (or their own name and address) be passed to a local

[1] Under the Education and Skills Act 2008, parts 1 and 2

authority. This right transfers to the child on their 16th birthday. Students and/or a parent/guardian will need to inform the school/LA if this is what they wish.

DfE may share individual level personal data that we supply to them, with third parties. This will only take place where legislation allows it to do so and it is in compliance with the Data Protection Act 1998.

Decisions on whether DfE releases this personal data to third parties are subject to a robust approval process and are based on a detailed assessment of who is requesting the data, the purpose for which it is required, the level and sensitivity of data requested and the arrangements in place to store and handle the data. To be granted access to student level data, requestors must comply with strict terms and conditions covering the confidentiality and handling of data, security arrangements and retention and use of the data.

For more information on how this sharing process works, please visit:
https://www.gov.uk/guidance/national-student-database-apply-for-a-data-extract

For information on which third party organisations (and for which project) student level data has been provided to, please visit:
https://www.gov.uk/government/publications/national-student-database-requests-received

If you require more information about how we and/or DfE store and use your personal data please visit:

- http://new.lancashire.gov.uk/council/transparency/access-to-information.aspx
- https://www.gov.uk/data-protection-how-we-collect-and-share-research-data

If you are within one of these groups of children and want to see a copy of information about you that we hold, please contact:

Information Governance Team
Lancashire County Council
PO Box78
County Hall
Preston PR1 8XJ

Email freedomofinformation@lancashire.gov.uk

Balshaw's
Church of England High School

Balshaw's Church of England High School, Church Road, Leyland, Lancashire, PR25 3AH
Tel: 01772 421009, Email:enquiries@balshaws.org.uk
Website:www.balshaws.org.uk, Twitter:@Balshawscehigh

Ofsted Outstanding School 2013 2014

Outstanding School