

Rochdale Early Years Service: Early Years and Childcare Settings privacy notice

Last updated: Tuesday, 5th June 2018

Please note: the following notice provides additional privacy information to the Rochdale Borough Council privacy notice. <http://www.rochdale.gov.uk/privacy>

Early Years: Rochdale Council Early Years Team collects data regarding children, parents and families in public, private, voluntary and independent early years and childcare settings in order to:

- Analyse and compare the performance/attainment of children and subsequently offer advice and guidance where relevant to reduce inequalities that exist and improve the general well-being of children within these childcare settings.
- Identify eligibility for free and funded childcare places and to monitor the attainment of children attending early year's settings.

What personal information we collect

We collect personal information to make sure that we can carry out our work. The personal information we collect includes:

- Names
- Age/DOB
- Address
- Gender
- Ethnicity
- Employment Status
- Parent or Carer Status
- National Insurance and NASS numbers
- First Language
- Disability
- Special Educational Need status
- Education/Attainment data

Who we collect personal information about

When we collect personal information it may be about:

- Children
- Families
- Parents and Carers
- Students

- Service Users

How we use personal information

We use your personal information to:

- Maintain records
- Confirm service eligibility
- Provide early years education support and advice
- Conduct reviews/research
- Assess performance
- Support Early Years childcare and educational outcomes
- Safeguard the welfare of children
- Commission and plan services
- Improve service delivery
- Undertake regulatory activity

Why we use your personal information

We are required by law to improve the well-being of young children and to reduce inequalities between young children. This is detailed in legislation and guidance including:

- The Childcare Act 2006
 - Section 1
 - Section 3 (2) (a)
 - Section 3 (2) (b)
 - Section 4
 - Section 8
 - Section 9
 - Section 11
 - Section 12
 - Section 13
 - Section 39
 - Section 99
- The Childcare (Provision of Information About Young Children)(England) Regulations 2009 No. 1554
- Statutory Guidance for Sure Start Children’s Centres 2013
- The Childcare (Provision of Information About Young Children)(England) Regulations 2017 No. 461
- Early Education and Childcare: Statutory Guidance for Local Authorities (February 2018)
- Department for Education Statutory Framework for the Early Years Foundation Stage 2017
 - Section 2.5
 - Section 2.11
- The Education Act 2002
 - Section 149

- Section 150
 - Section 153
- The Equality Act 2010
 - Section 1
 - Section 29
 - Section 149

We are allowed to process personal and sensitive data for the following reasons under the General Data Protection Regulation (GDPR) Articles and the Data Protection Act:

- To comply with a legal obligation
- To provide a statutory function

Who we share your personal information with

We collect information from and disclose information to individuals and organisations that can support our work including:

- Public, private, voluntary and independent childcare providers
- Partner Agencies
- Council Departments
- Schools & other education providers

When we make an automated decision about your personal information

This service doesn't make any decisions using computers or programmes that don't involve a human being when using your personal information.

How long we keep your personal information

We keep personal information collected as part of this process for up to 75 years from the date of birth of a child, or for a shorter period of time, dependent upon the individual circumstances of the subject.

When we transfer your personal information beyond the European Economic Area ('EEA')

This service doesn't transfer your information outside the EEA.