

Privacy Notice

Special Educational Needs Disability Advice
Support Service (SENDIASS)



North Yorkshire
County Council

This Privacy Notice is designed to help you understand how and why SENDIASS processes your personal data. This notice should be read in conjunction with the Council's [Corporate Privacy Notice](#).

Who are we?

North Yorkshire County Council is a 'Data Controller' as defined by Article 4(7) of the General Data Protection Regulation (GDPR). SENDIASS (Special Educational Needs Disability Advice Support Service), offers free, confidential and impartial information, advice and support to parents and carers of children and young people aged 0 to 25 with special educational needs and/or disabilities (SEND) and to young people aged 16 to 25.

The Council has appointed **Veritau Ltd** to be its Data Protection Officer. Their contact details are:

Data Protection Officer
Veritau Ltd
County Hall
Racecourse Lane
Northallerton
DL7 8AL
Infogov@northyorks.gov.uk // 01609 53 2526

What personal information do we collect?

In order to provide our SENDIASS service effectively we need to collect both personal and special category data, specifically:

Personal data:

- Parent/Carer/Child/ Young Person's information (e.g. name, date of birth, contact details)
- Family History
- School information
- Destination information for 16+

Special Category Data:

- Special Educational Needs and Disability Information
- Health Information
- Mental Health Information
- Ethnicity

Why do we collect your personal information?

We need to collect this information in order to fulfil our legal obligation in providing a SENDIASS Service, specifically for the following purposes:

- To provide you and/or your child with the most accurate and up to date advice and support
- Service improvement
- Research and statistics

Who do we share this information with?

SENDIASS is a confidential and impartial service we only share your data if you or your child or young person has given us permission to do so. Whilst you are working with SENDIASS we keep notes on our discussions, meeting, actions etc.

With your permission data may be shared with and not limited to the following:

- Educational Providers and Professionals
- North Yorkshire SEND Team
- Health Services
- Social Care Services
- SEND Tribunal and Mediation services
- IASS
- Council for Disabled Children Services

How long do we keep your information for?

Data held	Retention period
Personal data & special category data relating to the Child or Young person	25 years from date of birth

What is our lawful basis for processing your information?

Personal Data:

Article 6(1)(c) - Legal

Article 6(1)(e) - Public Task

Special Category Data:

Article 9(2)(d) – Vital Interests

Article 9(2)(h) – Health and Social Care (DPA Schedule 1, Part 1)

The legislations, policies and guidance that relates to this service includes, but is not limited to:

- Children & Families Act of 2014
- The Special Educational Needs Code of Practice 0-25 years (2014)

For more information about how the County Council uses your data, including your privacy rights and the complaints process, please see our [Corporate Privacy Notice](#).