

Privacy Notice for Research we're doing on Barnardo's Let's Connect (Fostering Communities)

1. Introduction

Let's Connect is a Barnardo's programme which supports the emotional wellbeing and mental health of whole communities. Everything in this privacy notice relates to the research we're doing on the Let's Connect programme.

If you have questions about the Let's Connect programme (separate to the research) please contact: paula.dawson@barnardos.org.uk – You can also request a copy of the Let's Connect programme privacy notice at any time. You may have already seen it – it's called "Your Data, Your Rights".

The organisations behind the research of the Let's Connect programme – 'What Works for Children's Social Care', Coram, Barnardo's and your local authority - are committed to protecting the privacy and security of your and your family's personal data.

When you complete an 'Expression of Interest Form' it will tell us what you have chosen to take part in. You can choose to take part in the research in the 'Expression of Interest Form' although you do not have to if you don't want to.

The purpose of this privacy notice is to explain what personal data we will collect about you as part of the research.

2. Personal data we will collect

We will be collecting and analysing ('Processing') data on different people:

Personal data we will collect about children (foster children and birth children)

- Name
- Age and date of birth
- Gender
- Ethnicity
- Home address including postcode
- Whether children have a disability or any Special Educational Needs (SEN)
- If you agree to take part in an interview, answers you give to interview questions, which would be recorded with your permission, and may include information about your behaviour and emotions you are experiencing
- The number of times children have been referred to the CAMHS team
- Current and past status as a either a Child in Need (CiN), or Child Looked After (CLA), or being on a Child Protection Plan (CPP)
- One of the following:
 - Educational Unique Pupil Number (UPN), or
 - School's Unique Reference Number (URN), or
 - Local Authority Establishment Number (LAESTAB)

Personal data we will collect about carers (including foster carers)

- Your name
- Your age and date of birth
- Your telephone number
- Your email address
- Your gender
- Your ethnicity
- Your job title
- Your home address
- Your sexual orientation
- Whether you have a disability or any Special Educational Needs (SEN)
- If you agree to take part in an interview, answers you give to interview questions, which would be recorded with your permission, and may include information about your behaviour and emotions you are experiencing
- Number of times you have been involved in a referral to the CAMHS team for a child
- The Foster Carer placement breakdown which may hold information about you

Staff and professionals (including social workers and Barnardo's staff)

- Your name
- Your email address
- Your telephone number
- Your place of work
- Your job title

3. How we will collect information about you

If you have chosen to take part of the Let's Connect programme, and also chosen to participate in the research we're doing we will collect your and your family's personal data in different ways and at different times. 'Direct data collection' is when we collect data directly from you and 'indirect data collection' when we collect data from your local authority instead. This only takes place once you have completed the Expression of Interest Form.

How we will collect data on children

- From carers, social workers or other relevant professionals working with children (indirect data collection)
- From administrative data shared with us by your local authority (indirect data collection)
- From children when we make notes during an activity we are observing (direct data collection)

NOTE: A child that is under the age of 13 and generally requires a parent's consent for us to use their data.

How we will collect data on carers

- From your social worker or your local authority (indirect data collection)
- From administrative data shared with us by your local authority (indirect data collection)
- If you agree to take part in an interview, from yourself in an interview (direct data collection)
- From yourself via an online survey Coram will send you (direct data collection)
- From yourself when we make notes during an activity you are involved in which we are observing (direct data collection)

Staff and professionals

- From your employer (local authority or Barnardo's) (indirect data collection)
- If you agree to take part in an interview, from yourself in an interview (direct data collection)
- From yourself via an online survey we have sent you (direct data collection)

4. Purposes for which we use personal data and the legal basis

For the research we are doing on the Barnardo's Let's Connect (Fostering Communities), we will use your personal data for the following purposes and on the following lawful bases:

4.1 Purpose	4.2 Lawful Basis for Processing
To request your permission to take part in the research.	Processing is necessary for the performance of a task carried out in the public interest, also known as "public task" under UK GDPR Article 6.1(e) .
To conduct the research using the data you have provided.	Special categories of personal data used for the purpose of delivering the service to you will be under UK GDPR Article 9.2(j).
For Coram to send you invitations to complete surveys and to take part in interviews as part of the research.	Special categories of personal data used for the research shall be for the purpose of conducting research under UK GDPR Article 9.2(j).
If you agree to take part in an interview, to conduct an interview with you, which would be recorded with your permission (only a small number of families will be invited to take part in interviews).	
For Coram to gather and analyse administrative records held by your local authority about you and your foster families.	

<p>To identify your data, if you decide you no longer want us to have your data.</p>	<p>Processing is necessary for the performance of a task carried out in the public interest, also known as “public task” under UK GDPR Article 6.1(e) .</p>
<p>To allow for possible future research using an anonymous copy of your personal data held on What Works for Children’s Social Care’s behalf in a data archive at the Office for National Statistics.</p>	<p>Special categories of personal data used for the purpose of delivering the service to you will be under UK GDPR Article 9.2(j).</p>
<p>For children only - to use your personal data to allow for the discovery of your record in the Department for Education’s National Pupil Database. This data will be sent to the Department for Education so they can create a code they can share with Office for National Statistics to allow matching of the evaluation data to the National Pupil Database for possible future research.</p> <p>At the end of the research a copy of children’s data that was collected during the research will be anonymised and sent to the What Works for Children’s Social Care Data Archive held at the Office for National Statistics. This means we’ve made sure we could not know who you are or who a child is from the information we put in the archive. Further information on how children’s data will be protected by the Office for National Statistics in the What Works for Children’s Social Care Data Archive is available by clicking this link.</p>	<p>Special categories of personal data used for the research shall be for the purpose of conducting research under UK GDPR Article 9.2(j).</p>
<p>To identify your data and take relevant action, if you submit a data subject rights request.</p>	<p>Compliance with a legal obligation under UK GDPR Article 6.1(c). The legal obligation is the UK General Data Protection Regulation to uphold your data protection rights .</p> <p>Special categories of personal data used for the purpose stated will be under UK GDPR Article 9.2(g).</p>
<p>To contact you to ask if you would like to take part in any new services or research projects, if we think you may be a good fit.</p> <p>NOTE: This is so only Barnardo’s or Coram or What Works for Children’s Social Care can ask you and is <u>not</u> something any Local Authority will do.</p>	<p>The lawful basis we shall be relying on is the legitimate interest of the Data Controller under UK GDPR Article 6.1(f).</p>

5. Sharing your data

We do not plan to share your personal data outside the UK or Europe. If this becomes necessary, we will only share it with organisations in countries which the UK government says have a sufficient law in place to protect your data, or using other legal agreements called International Data transfer Agreements, or Standard Contractual Clauses. This means the organisation we share data with must protect your personal data to the standard expected in the UK.

Any data shared with the below organisations would be the minimum necessary for the task they have been instructed to carry out on our behalf or with us. Each one would be subject to pre-approval review to make sure that they have comparable technical and organisational measures for keeping your data secure.

1. Coram, Barnardo's and What Works for Children's Social Care will share your data between each other.
2. Pre-approved organisations that will write out everything that is said in interviews and meetings.
3. Pre-approved data storage and communications service providers.
4. Pre-approved online survey platform providers.
5. Our secure archive provider, the Office for National Statistics.

As with our other projects, at the end of the evaluation we plan to transfer your anonymised data to What Works for Children's Social Care's secure data archive. This archive is hosted and stored by the Office for National Statistics.

The Office for National Statistics is an organisation that holds information about us all in a way that we can't be recognised. This means no one will know who you are from the information held in the Office for National Statistics. This information is useful information that can be used for new research in the future. WWCS is the data controller for data held in the archive. Access to any data stored in the archive is controlled by the Office for National Statistics and What Works for Children's Social Care. Data will be held there for at least 5 years and may be held longer if it is useful for more research.

If the law says we must share your personal data with law enforcement agencies or people who are required to review what we are doing, which may also be public authorities in order to prevent or detect crime we will only share what the law tells us we have to share and nothing more.

We may also share your personal data if, in future, your personal data changes ownership. This could be due to What Works for Children's Social Care selling, transferring, or merging parts of our charity, or our assets. Or we may merge with or acquire other organisations or be acquired by them. We would only do this if they agreed to keep your data safe and private. This means that if we're taken over we will share the data with the organisation that takes us over. by another organisation, and all documents including any personal data change ownership (organisational ownership). If such changes happen, then other parties may only use your data in the same way as set out in this notice.

6. How long we will keep your data for

Coram will hold evaluation data for **2 years** after the final evaluation report is published, scheduled for July 2024. Coram will then delete your personal information.

Transcription vendors are instructed to confirm deletion of interview recordings and any copies of transcriptions of interviews within 7 days of delivery of the transcription to WWCSA.

Anonymised archive data will sit in the Office for National Statistics Secure Research Service for at least **5 years** if it has not been accessed for further research. Children's personal information held in this What Works for Children's Social Care Data Archive is considered 'pseudonymous' personal data, but rest assured that no organisation other than the Department for Education can re-identify a child from this data.

7. How we will protect your data

We have a number of technical and organisational ways to protect your data from unauthorised disclosure, use, changes or destruction. On top of this, we have carried out data protection assessments for Let's Connect and this research.

Your research information will be securely stored on Coram's dedicated drive, and accessed only by Coram researchers, throughout the evaluation.

All data held in the Office for National Statistics is subject to rigorous quality assurance, de-identification and access certification processes in line with the Digital Economy Act 2017. More information on how the this archive data is kept secure can be found via: <https://www.ons.gov.uk/aboutus/whatwedo/statistics/requestingstatistics/secureresearchservice>

We will always keep these under review to make sure that the measures we have implemented remain appropriate.

Your personal data will not be subject to any automated decision-making.

8. Your rights and options

You have the following rights in respect of your personal data:

- You have the right of access to your personal data and can request copies of it and information about our processing of it.
- If the personal data we hold about you is incorrect or incomplete, you can ask us to correct or add to it.
- Where we are using your personal data with your consent, you can withdraw your consent at any time.
- Where we are using your personal information because it is in our legitimate interests to do so, you can object to us using it this way.
- We will never use your personal data for direct marketing, including profiling for direct marketing purposes. If an organisation does this you can object.
- You can ask us to restrict the use of your personal data if:
 - It is not accurate,

- It has been used unlawfully but you do not want us to delete it,
- We do not need it anymore, but you want us to keep it for use in legal claims, or
- if you have already asked us to stop using your data but you are waiting to receive confirmation from us as to whether we can comply with your request.
- In some circumstances you can compel us to erase your personal data and request a machine-readable copy of it to transfer to another service provider, though this is unlikely to be relevant to Let's Connect.

You will not have to pay a fee to access your personal data (or to exercise any of the other rights). However, we may charge a reasonable fee if your request for access is clearly unfounded or excessive. Alternatively, we may refuse to comply with the request in such circumstances.

If you wish to exercise your rights, please contact us at dpo@theevidencequarter.com

9. How to complain

To complain to Barnardo's about the Let's Connect Service, please contact Paula Dawson (paula.dawson@barnardos.org.uk).

To complain about the evaluation by Coram, visit: <https://www.coram.org.uk/complaints-policy-and-procedure>

You can also lodge a complaint with the Information Commissioner's Office. They can be contacted using the information provided at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://ico.org.uk/concerns/>.

10. Contact us

If you have any questions about Let's Connect data, or wish to exercise any of your rights, then you can contact:

Project: Research on Barnardo's Let's Connect (Fostering Communities)
Organisation: What Works for Children's Social Care (WWCSC)
Address: The Evidence Quarter, Albany House, Westminster, SW1H 9EA

Alternatively, you can email us at dpo@theevidencequarter.com – The Evidence Quarter oversees WWCSC's data protection for us.

11. Changes to this privacy notice

We may update this document from time to time. We will notify you of the changes (if required by law to do so) using your contact details, this may be via email or post.

Last modified 09 February 2023.

12. Additional information

What Works for Children's Social Care is a trading name of What Works for Early Intervention and Children's Social Care a company limited by guarantee registered in England and Wales with company number 12136703 and charity number 1188350.