

Restorative Justice: Your information

We are researchers at Coram children's charity and we are doing a research study about restorative justice. We want to learn about children's and harmed parties' experiences of restorative justice and whether it helps them.

This document explains how and why we are processing your information in this research study.

Who is processing your information?

Different organisations are helping to run and evaluate this project. This means they may need to use some information about you.

- Your Youth Justice Service (YJS) and RJ4All use information about you to help provide and support the restorative justice services that are part of this project.
- Coram is the research organisation carrying out the evaluation. Coram collects information to understand how well restorative justice is working. To do this, your YJS will share relevant information with RJ4All, and RJ4All will share this with Coram.
- The Youth Endowment Fund (YEF) pays for the evaluation and receives the results. During the project, YEF does not have access to your personal information. At the end of the evaluation, data will be stored securely in a research archive so that future research can learn from the project.

Why are we processing your information?



We are using your personal information to help us understand the impact and experience of restorative justice. We are doing this to complete an evaluation that is funded by the Youth Endowment Fund.

Personal data will be processed under the basis of Public Task under UK General Data Protection Regulation (GDPR) Article 6.1(e). Our evaluation team is able to use Article 6(1) as its lawful basis, as we are doing this research in the public interest of improving understanding, services, and policy relating to youth justice. Ethnicity and health information is classed as special category personal data under UK data protection law. In addition to Public Task, we will be processing this data for Research Purposes under GDPR Article 9(2)(j). We will also be using the lawful basis of UK GDPR Article 10 to process information about your offending (if you are a child who has offended) with Schedule 1 Part 1 Paragraph 4 DPA 2018 (Research Purposes).

What information are we processing?

If you take part, we will collect some information about you so we can run the study and understand how well restorative justice works.

This will include:

- Your name and contact details, such as your phone number or email address.
- Information about your age, gender, ethnicity, whether you have been in care, and any extra support needs you may have.
- Information about your restorative justice case, such as when it happened, the type of meeting that took place, and what happened as a result.
- Information about your wellbeing, feelings, experiences, views, and support you have received, collected through surveys or interviews.
- Information about any offences connected to your case and, for some participants, information held by the police about offences before and after taking part in the study.

If you are under 16 years old, we will also collect contact details for your parent or carer so we can speak to them about the study.

We will ask for your agreement (and, if needed, your parent or carer's agreement) before you take part.

How are we collecting your information?



We will collect your information in a few different ways:

- If you are interested in taking part, we will ask your Youth Justice Service for your details so we can get in touch with you (and your parent/carer if you're under 16)
- When you agree to take part, we will ask you to fill in a survey about you, your experience of the youth justice service, any offending you have been involved in during the last 12 months (if you were the person who caused harm), and your feelings, wellbeing, and behaviour. We will also be in touch again in 6 months and 12 months to ask you to fill in more surveys.
- Your Youth Justice Service will provide information about you and your case (including the support you receive, such as restorative justice) to RJ4ALL through a case management system who will share it with Coram. The case management system will store information about you and the other party in your case.
- We will access information about any offending you have been involved in the 12-months before and after you agreed to take part in the project from the Police National Computer (if you were the person who caused harm).
- We may invite you to take part in an interview where we will ask you questions about yourself, your thoughts, feelings, and experiences.

Will my information be shared with other people?

Your Youth Justice Service are sharing you information with RJ4ALL and Coram so that we can carry out this research. We may share your information with a transcription service or translator, but we will make sure that they keep your information private and safe. However, we will not share your information outside of this core group.

The only exception is if you tell us something that makes us think that you or someone else is at risk of serious harm. For example, this might be if someone is being seriously hurt. If this happens, we may need to share information with people who can help keep everyone safe. Wherever possible, the researcher will explain what information needs to be shared, who it will be shared with, and why, before doing so.

Once this research ends we will be giving your information to the Youth Endowment Fund (YEF). They will become the controller of your personal information. They will keep your information in a safe place called an archive. Before your information goes into that archive, the Department for Education will remove your name and other personal details so that no one who looks at the information in the YEF archive will know who you are. In future, researchers will be able to use the information in the YEF archive to find out how restorative justice and other services have helped people. Only researchers with special permission will be allowed to use information in the archive. You can find out more here - <https://youthendowmentfund.org.uk/evaluation-data-archive/faqs-the-youth-endowment-fund-data-archive/>

How are we keeping your information safe?



We take lots of care to keep your information safe and private.

The information you share with us is stored on secure computers and systems that are protected by passwords and other security measures. Only members of the project team who need to see your information to do their job will be allowed to access it.

When information is sent between organisations working on this project, we use secure methods to protect it. Wherever possible, we remove details like your name and replace them with a code, so that information cannot easily be linked back to you.

We will keep your information only for as long as we need it for this research project (January 2032). After that, it will be securely deleted or made anonymous, which means nobody will be able to identify you from it. Your information will be stored in the YEF archive as described above.

In some cases, information may be stored on secure servers outside the UK, but the organisations we work with must follow strict rules to keep your information safe and protect your privacy.

What are your rights?

You have rights over the information we collect about you.

This means you can:

- Ask us what information we hold about you.
- Ask us to correct information if you think it is wrong.
- Ask us to explain how we are using your information.
- Ask questions about your information at any time.



If you decide you no longer want us to use your information in our research, tell us before 30 September 2028 and we will not use it. After then it may not be possible to remove your information because it may have been combined with information from lots of other people.

If you would like to ask about your information or use any of your rights, you or your parent/carer can contact the research team using the details below.

How you can contact us

If you have any questions or concerns about the research you can contact the research team by emailing research@coram.org.uk

If you have questions or concerns about the handling of your personal data, please contact Coram's Data Privacy Officer (DPO), Christine Kelly, Director of People and Compliance at christine@coram.org.uk.

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

You can also complain to the Information Commissioner's Office. They can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow SK9 5AF. Helpline number: 0303 123 1113. Website: <https://ico.org.uk/concerns/>

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