

City of York Safeguarding Children Partnership (CYSCP) Survey - Privacy Notice

We created this privacy notice in May 2023 and will keep it under regular review. When we use your personal data, City of York Council (CYC) complies with data protection legislation, and is the registered 'Controller'. Our data protection notification is registered with the Information Commissioner's Office (ICO) – reference Z5809563.

Why will information be collected?

The City of York Safeguarding Children Partnership would like to carry out a 'gap analysis' survey in relation to partners understanding of 'Engaging with Fathers'.

This 'Engaging with Fathers' survey will take place between Thursday 1st June 2023 and Friday 16th June 2023

What information will be collected?

We do not ask for your contact details, names or addresses in the survey. However, we will ask for your thoughts and opinions.

Your participation in this survey is voluntary and you do not have to answer any questions you do not want to or identify whether you are a practitioner or partner.

We are using SurveyMonkey for this survey. To find out how they use your information, please click [here](#).

What will we do with the information?

We are using the information you give us with your consent. You can withdraw your consent at any time by contacting cyscp@york.gov.uk

We will use the feedback from the survey to inform the CYSCPs decisions about 'Engaging with Fathers', the potential production of partnership resources and where and how to disseminate further

information about them. This will ultimately impact on the support for children and young people.

The information we collect will be included in presentations, reports and performance framework. Any information for publication or use outside of the authorised council officers will be anonymised and will not identify you or any individuals.

We will not use the information for any other purpose than set out in this privacy notice and will not disclose to a third party i.e. other companies or individuals, unless we are required to do so by law for the prevention of crime and detection of fraud, or, in some circumstances, when we feel that you or others are at risk.

Where will the information be kept

We will keep the information you give us in the council's secure network drive and make sure it can only be accessed by authorised staff.

Where you complete a paper copy of a survey we will transfer the information you have given onto the council's secure network drive and then securely destroy the paper copy once the transfer is complete.

How long will we keep the information?

We will keep the information you give us for up to three years and then will securely destroy it. Where required or appropriate to, at the end of the retention period, we will pass onto the City Archives any relevant information.

Further Processing

If we wish to use your personal data for a new purpose, not covered by this Privacy Notice, we will provide you with a new notice explaining the purpose prior to commencing the processing and the processing conditions. Where and whenever necessary, we will seek your consent prior to the new processing.

Your rights



To find out about your rights under data protection law, you can go to the Information Commissioners Office (ICO) <https://ico.org.uk/for-the-public/>

You can also find information about your rights at <https://www.york.gov.uk/privacy>

If you have any questions about this privacy notice, want to exercise your rights, or if you have a complaint about how your information has been used, please contact us at information.governance@york.gov.uk or on 01904 554145 or write to:

Data Protection Officer
City of York Council
West Offices
Station Rise
York
YO1 6GA