

## **Privacy Notice**

Speak Up is the name of York's Children's Rights and Advocacy Service and this agreement relates to the participation and consultation work delivered by the service including, but not limited to, the work of the Children in Care Council and Care Leavers Forum.

### York's Children in Care Council (Show Me That I Matter) and Care Leavers Forum (I Still Matter)

The aim of the panels are to provide an opportunity for children and young people who have been looked after by the City of York Council, to have their say by talking to decision makers about their experiences and the things that they feel need changing.

### **Our Privacy Notice - What we do with your information**

Participation in these groups and activities are voluntary and we will only collect and use the minimum amount of personal information from you, for you to take part in them.

We will not pass on your information to any third parties for marketing, sales or any other commercial purposes or for any other purpose without your consent, except where we have a legal reason for doing so.

We will also use the information we collect from you for reporting, research and statistical purposes. When we do this, it will be anonymised which means the information will be turned into a format that cannot be linked back to you and does not identify individuals.

We will keep your information secure and only those people who are authorised to, will have access to it and when we no longer have a need to keep it, we will destroy it securely. It is however sometimes appropriate or relevant for us to pass on any relevant information to our City Archives when we no longer have a need to keep it.

Where we use Survey Monkey to process responses, you can find out how they use your information, at [http://www.surveymonkey.com/mp/legal/privacy-policy/?ut\\_source=footer](http://www.surveymonkey.com/mp/legal/privacy-policy/?ut_source=footer)

## 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 [foi@york.gov.uk](mailto:foi@york.gov.uk) or on 01904 554145 or write to: Data Protection Officer, City of York Council, West Offices, Station Rise, York YO1 6GA.

If you would like more information about this survey, or to withdraw your consent at any time, please contact Speak Up at: [speakup@york.gov.uk](mailto:speakup@york.gov.uk)