

## CP-IS Privacy Notice

South Gloucestershire Council (the council) provides services for local communities and the people who live in them. Undertaking this work means that it is necessary to collect and use information about the people we provide services to and keep a record of those services. Because we collect and use personal information about individuals we must make sure that they know what we intend to do with their information and who it may be shared with. This Privacy Notice should be read in conjunction with our general [Privacy Notice](#).

### How and why we will use information about you in relation to CP-IS

This notice is designed to explain how and why information about you will be used by the council in relation to the information it is required to share with CP-IS, an IT system operated by NHS Digital, known as the [Child Protection Information Sharing System](#) (CP-IS). CP-IS is a system that helps health professionals and children's social care professionals in England to share information securely about children (or unborn children) who are on child protection plans, or who are Children Looked After. This helps to better protect society's most vulnerable children and young people.

More information about how NHS Digital use your personal data is available via their [Privacy Notice](#)

To ensure that your information is used appropriately and that your privacy is respected, your personal information will be held and used in compliance with the requirements of all applicable legislation. This means that:

- the council will take steps to ensure that your information is kept as safe as possible and that it is always accurate and up to date
- only those staff who need to do so will access your personal information.

### What are the council's legal bases for the use of this information?

Under the United Kingdom General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018, the council (data controller) must have a lawful basis under Article 6 of the UK GDPR. In addition, where more sensitive 'special category' data is concerned there must be an additional lawful basis under Article 9 of UK GDPR.

### Legal bases for processing of personal data for CP-IS:

- Article 6(1)c: processing is necessary for compliance with a legal obligation (Children's Acts 1989 and 2004) to which the controller is subject.
- Article 6(1)e: processing is necessary for the performance of a task carried out in the public interest or the exercise of the official authority vested in the controller

### Legal bases for processing of 'special categories' of personal data:

- Article 9(2)h: processing is necessary for the purposes of preventive or occupational medicine, for the assessment of the working capacity of the employee, medical diagnosis, the provision of health or social care or treatment or the management of health or social care systems and services on the basis of Union or Member State law or pursuant to contract with a health professional and subject to the conditions and safeguards referred to with the Schedule 1, Part 2 of of the DPA 2018 substantial public interest condition being paras 6 (6. Statutory and government purposes) and 18 (Safeguarding of children and individuals at risk) with the underlying law being the Children Act 2004 and the statutory guidance Working Together to Safeguard Children
- Article 9(g) Reasons of substantial public interest (with a basis in law), Data Protection Act 2018 with the Schedule 1, Part 2 of the DPA 2018 substantial public interest condition being paras 6 (Statutory and government purposes) and 18 (Safeguarding of children and individuals at risk) with the applicable law being the Children Act 2004 and the statutory guidance Working Together to Safeguard Children.

## What type of information will be shared with CP-IS

Basic information about a child's plan will be shared such as the start date and end date of the plan. The purpose of sharing this information is to ensure health and care professionals know if a child is on a child protection plan or is a looked after child . They have a statutory responsibility and professional duty of care to ensure the health and wellbeing of a child. This information is needed so health and care workers can assess the risks to the child and determine the right care and support pertaining to their health and welfare and any appropriate actions that may be necessary.

This data will also inform social workers about a child (who is on a child protection plan or who is a child we care for) if they have attended a certain health setting to assess whether an intervention may be necessary to safeguard and protect this child.

## Your rights

You have a number of qualified rights relating to your information e.g. to see what we hold about you, ask us to update incorrect or incomplete details, to object to or restrict processing of it or to make a complaint about how we are handling it.

## Contact information

If you have any worries or questions about how your personal information is handled or wish to exercise your rights please contact our Data Protection Officer at

[DPO@southglos.gov.uk](mailto:DPO@southglos.gov.uk) or write to us at Data Protection Officer, PO Box 1953, The Council Offices, Badminton Road, Bristol, BS37 0DE and we will be pleased to help you. For independent advice about data protection, privacy and data sharing issues, you can contact the Information Commissioner's Office (ICO) via their [contact page](#) or call them on 0303 123 1113.