

## What are the researchers allowed to do with information about you?

HeadStart is working in your school. It is a new service, so we are running a research project to understand how it may help schools and young people. As part of our the HeadStart research project, we (the researchers) will collect the following types of information about you and other young people who have completed the online questionnaire:

1. Your questionnaire answers: This is to understand how young people your age feel about their school, friends, and themselves.
2. Information about you that is usually collected by your school: For example, what your ethnic background is, whether you have free school meals or whether you have any learning needs.
3. Service information: Lots of young people need some extra support from time to time depending on how they are feeling or coping with things. If you have had some extra support since HeadStart began in September 2016, this information will be given to us by the people providing the support.

We will keep this information for 7 years, while the research project is being carried out.

**We will never use this information to single you out, or to tell your teachers or parents things that they don't already know.**

In this project, the law in England allows us to use your information because doing so is in the 'public interest'. This is because this project will help others to understand more about young people's wellbeing and what sort of support young people find most useful

**However, you can still tell us what to do, or what not to do, with your information (i.e. you have rights!).** Among other things, you can:

- Ask us to tell you more about who is handling your information, who it is being shared with and what they are doing with it
- Ask us to stop using, and delete, the information we have collected about you
- For more details about your rights, please have a look at this website: <https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

If you don't want us to use your information or you would like to ask us for more information, please tell your teacher or parent/carer, or let us know directly using the contact details below.

At the end of the research project, we will destroy any information that allows us to know who you are, but may still use the information that doesn't link back to your personal details for research for another 20 years.

The organisation who are in charge of making sure we use your information properly is called The National Lottery Community Fund, in some instances (see point 3 above; service information) your local authority will also share this responsibility. The National Lottery Community Fund have asked the researchers at the Anna Freud National Centre for Children and Families, in collaboration with the University of Manchester, to collect and use your information from this project for them.

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