

What are the researchers allowed to do with information about your child?

HeadStart Privacy Notice

To process information, or data, about your child as part of the HeadStart study, we (the researchers) must have a legal basis (or a reason that is justified by the law) to do so. This note explains the legal basis and the rights that you and your child have related to information about your child we may collect and use. These rights are as set out in the General Data Protection Regulation (GDPR), which is designed to protect and support the personal data rights for everyone in the UK.

This research project will include three types of data about your child which will be put together to create a general picture about young people's mental health support:

1. Child-reported surveys: This is to understand how children and young people feel about their school, friends, and themselves.
2. Information that schools already collect about pupils: Pupil characteristics, such as ethnicity, special educational needs, attendance and attainment. This information will be requested from the National Pupil Database (NPD).
3. Service information: Information from the local authority if children and young people have had any HeadStart support for their emotional wellbeing (e.g. training for teachers about supporting pupils' wellbeing, or peer mentoring for children) since the programme began in September 2016.

Legally, we are able to process this information because it is part of a study carried out in the **public interest**. There is a public interest and value in learning more about how best to support young people's mental health. We will never use the information to identify specific pupils for any reason though.

Under the GDPR you and your child have certain rights, including:

- **the right to be informed** about who is processing your data, we set this out at the bottom of this notice, and
- **the right of access**, to understand what information about your child is being used and how. We will also support your child to withdraw from the research at any time, in which case their information would no longer be included.
- For more details about your rights, please have a look at this website: <https://ico.org.uk/for-organisations/data-protection-reform/overview-of-the-gdpr/individuals-rights/>

The organisation responsible for the proper handling of your child's information collected for this research is The National Lottery Community Fund (the Fund). The Fund has asked the Anna Freud National Centre for Children and Families, in collaboration with the University of Manchester, to collect and process the data from this project on their behalf.

We will not move or share information that identifies your child outside the EU and we will make sure that it is held securely at all times.

We will keep the information that could identify individuals for a 7-year period while the research project is taking place. This may be shared with colleagues at the University of Manchester for analysis, who are part of the research team. We will share the combined information with your Local Authority for use towards limited, agreed purposes (to understand how the HeadStart programme may help schools and young people locally). After that we will make individuals in the data set completely anonymous and this anonymous information may then be used for related research for another 20 years, after which it will be securely destroyed.

Your child's rights related to data processing have been set out in this notice and will be respected. For further information, please see <https://ico.org.uk/for-organisations/data-protection-reform/overview-of-the-gdpr/> and <https://ico.org.uk/for-the-public/is-my-information-being-handled-correctly/>

If you have any concerns or questions about the research or the project, please contact:

HeadStart@annafreud.org

Anna Freud National Centre for Children
and Families
Kantor Centre of Excellence
4-8 Rodney Street,
London N1 9JH

Data Protection Officer:

dpo@annafreud.org

Alex Hayes

Alex.hayes@tnlcommunityfund.org.uk
The National Lottery Community Fund,
1 Plough Place,
London EC4A 1DE

Data Protection Officer:

data.protection@tnlcommunityfund.org.uk