

# Privacy Notice for Priority Education Investment Area project (PEIA)



Nottingham City Council  
Information Compliance

Service Area: Education  
Directorate: Peoples  
PN-0357

01/2024

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**Improving attendance** is one of the local priorities to be addressed through the Central Government's Local Needs Fund, particularly for those learners who are persistently absent, with a focus on wards in which the issue is particularly severe.

Persistent absenteeism and permanent exclusions are significant issues facing schools in the Nottingham city area.

Nottingham has secured Government Priority Education Investment Area (PEIA) funding for a project that will support targeted work with clusters of schools in the areas with the worst persistent absence (as identified above), as well as working at a city level.

## **What personal information will the Council process?**

To make the PEIA project effective, council staff (e.g., Education Welfare and Family Intervention workers) and individuals from the wider PEIA project team who are employees of the Raleigh Education Trust or consultants working with them, need to identify a group of individuals with whom the project will work.

The relevant workers will form a Triage Team to look at which pupils in each City ward fall within the project's criteria and will then make decisions about how to follow up those meeting the criteria. The data the Triage Team will consider for these purposes

is data produced by the council and generated from information the council receives from schools. It includes details of a young person's identity (name and address), attendance, characteristics (age, ethnicity, disability, etc.) and any special education need. Information held in the council's Liquid Logic social care management information system may also be considered in the triage process.

### **Lawful basis for processing**

The basis under which we use your personal information for these purposes is that this is necessary for the performance of a task carried out in the public interest by the Council or in the exercise of official authority vested in the Council'.

This is a result of the powers or duties contained in:

- The Children Act 1989 (Part III, sections 17 and 47)
- The Children Act 2004 (section 10 and section 11)
- Education Act 2002 (section 175)
- Education Act 1996 (section 13)
- School Standards and Framework Act 1998 (sections 117-124)
- UK General Data Protection Regulations
- Section 1, Localism Act 2011
- Local Government Act 1972
- Crime and Disorder Act 1998 (section 115)

The condition under which we process 'special categories of personal data' is that such use is necessary for reasons of substantial public interest for statutory and government purposes and in accordance with the provisions of the UK General Data Protection Regulation and the Data Protection Act 2018.

### **Will my information be shared with other organisations or used for other purposes?**

The Council will only share the personal information being processed with other departments within the Council and with other organisations when it is necessary to provide the services to you, and when we have a lawful reason to do so. The Council may also share your information when we are obliged to by law.

The information may also be used for the purpose of any other function carried out by the Council. This may include sharing your information across the Council, or with external organisations. Information about these functions and the legal basis on which information is used for them can be found at <http://www.nottinghamcity.gov.uk/privacy-statement/>

The information will only be used for another purpose where it is lawful to do so.

### **Do I have to provide the information?**

You are not obliged by statute or contract to provide the information that is specified here.

### **How long will the Council retain the data for?**

The information that the council processes in the PEIA will be kept for 25 years (subject to review) in line with its retention schedule in the Council's Information Asset Register.

The Council publish an Information Asset Register (IAR), this will outline the retention periods for the personal data we process. You can find this IAR on our website <https://geoserver.nottinghamcity.gov.uk/information-asset-register/>.

### **Information Rights**

The UK General Data Protection Regulation provides for the following rights as prescribed by the legislation:

A right to request a copy of your information

A right to request rectification of inaccurate personal data

A right to request erasure of your data known as ‘the right to be forgotten’

A right to in certain circumstances to request restriction of processing

A right in certain circumstances to request portability of your data to another provider

A right to object to processing of data in certain circumstances

A right regarding automated decision-making including profiling

However, Nottingham City Council can restrict the above rights in certain circumstances for example to avoid obstructing an investigation, avoid prejudicing the prevention, detection, investigation or prosecution of criminal penalties or to protect the rights and freedoms of others.

### **Data Protection Officer**

You can contact the data protection officer at:

Loxley House,

Station Street,

Nottingham,

NG2 3NG

or at [data.protectionofficer@nottinghamcity.gov.uk](mailto:data.protectionofficer@nottinghamcity.gov.uk) .

### **Information Commissioner’s Office**

The Information Commissioner’s Office (ICO) website provides guidance on data protection and privacy matters, you can visit the website at [www.ico.org.uk](http://www.ico.org.uk). You also have the right to complain to the ICO if you consider that the Council have processed your personal data incorrectly or that we have breached our obligations to you. You can contact the ICO at:

Wycliffe House,

Water Lane

Wilmslow,

Cheshire

SK95AF

[www.ico.org.uk](http://www.ico.org.uk)

**Further Information**

For more information about these rights please refer to our detailed privacy statement at <https://www.nottinghamcity.gov.uk/privacy-statement> .