

Privacy Notice – Southwark Information, Advice and Support team

Southwark Council uses your personal data when representing your interests as part of services that you have requested we provide for you. The Children and Families Act 2014 and the SEND Code of Practice 2015 require us to do this and specifies the nature of services that we provide including those that entail the use of personal data.

Your personal information will only be used by our Southwark Information, Advice and Support team, and in some circumstances may also be shared with other internal or external agencies, as the law allows.

Your personal information is retained by us for up to 25 years unless the child has had a statement of special educational needs/EHC Plan or has been in local authority care in which case longer statutory data retention rules apply. It is then deleted or destroyed securely.

If you are concerned about how the council is using your data, please contact our Data Protection Officer via dpo@southwark.gov.uk or on 020 7525 5000.

More information about your rights is available on our website, or via the Information Commissioner (www.ico.org.uk).