From mountain to sea

Aberdeenshire COUNCIL

Privacy Notice Education and Children's Services – UNCRC Event

Who we are

Aberdeenshire Council is the data controller for the information described in this notice.

Data Protection Officer postal address: Woodhill House, Westburn Road, Aberdeen, AB16 5GB.

Email: dataprotection@aberdeenshire.gov.uk

Why we use your information

To administer participation of UNCRC event and make appropriate catering and support arrangements.

What information we use and where it comes from

We use:

Names, dietary requirements and contact details

We obtain this information from: The individual if over 13 years or parent carer of subject (s).

Our legal basis

Article 6 legal bases	
Legal basis	**Explanation**
☐ Public task – Article 6(1)(e)	We need to use your information to perform a task in the public interest or exercise our official functions, and that task or function has a clear basis in law.

Article 9 special category conditions	
Article 9 condition	**Explanation**
☐ Explicit consent – Article 9(2)(a)	You have given explicit consent for us to use your information for one or more specified purposes. – Sharing of dietary requirements.

Do you have to provide the information?

If you do not provide it, we will not be able to make appropriate catering arrangements, ensure full participation event through getting in touch with pre-event information and managing numbers for facilitation and participation.

Who we share your information with

Limited data to catering Services about dietary requirement and Aberdeenshire Children's Rights and Participating Group Members (Aberdeenshire Council staff) for facilitating the event.

We may also share information where the law requires or permits us to do so.

Information provided will be held securely within Aberdeenshire Council's Microsoft 365 environment.

How long we keep your information

1 month after the event, after this period, your data will be securely deleted.

Until this point Information provided will be held securely within Aberdeenshire Council's Microsoft 365 environment.

Rights

Your rights depend on the reasons why and how we use your information. The rights that may apply include access to your information and, in some circumstances, correction, erasure, restriction, objection, data portability, withdrawal of consent and safeguards relating to automated decision-making.

To exercise a right, contact: dataprotection@aberdeenshire.gov.uk

Complaints

If you are concerned about how we have used your information, you can contact our Data Protection Officer. You also have the right to complain to the Information Commission's Office at ico.org.uk or on 0303 123 1113.