

Young people-friendly

Privacy Note

This is an explanation of how we manage your personal information as well as your rights

Who are we?

We are the Compass Youth Partnership, a group of three independent charities*:



Oxfordshire Youth
Charity no. 1151723
Bury Knowle Coach
House, North Place,
Oxford, OX3 9HY



SOFEA
Charity no. 1155783,
1E Trident Park, Didcot
OX11 7HJ



RAW
Charity no. 1014416,
30 St Giles, Oxford,
OX1 3LE

What type of information will we collect about you?

Here are some examples:

Relationships

Physical and mental health

Emergency contact



Name and date of birth

Employment/education history

Ethnicity

Hobbies and interests

When do we collect information?

We collect the information:

- during the assessment process
- during the delivery of services.

The information we collect includes data shared by the organisation referring you, in addition to any information that you provide.

How do we use your information?

Providing the best service for you



Monitoring and managing risk



Providing progress reports to funders and for the partnership



Safeguarding



Seeking your feedback to improve our work



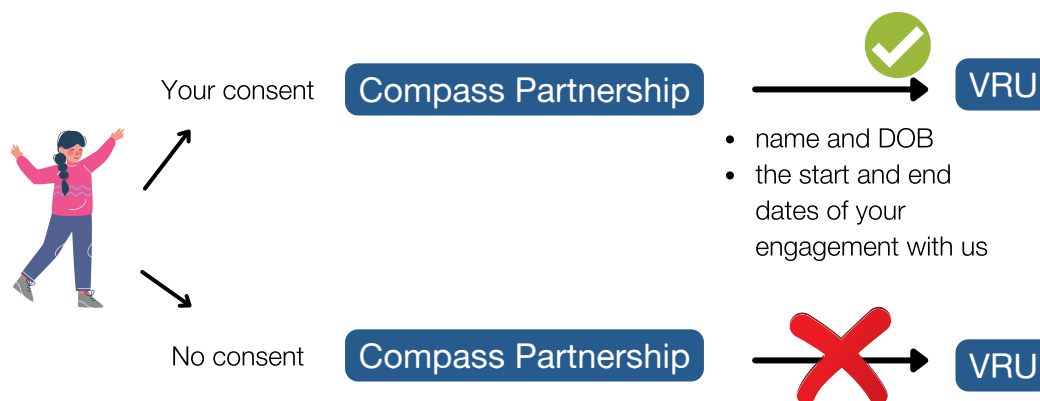
Conducting research and evaluation



We have a legitimate interest in processing the information that we collect about you. Without processing this information, we wouldn't be able to offer this service to you. We guarantee that your rights and interests are respected.

Consent - who has access to your information?

We work closely with the Thames Valley Violence Reduction Unit (VRU) but will only share information about you with the VRU with your explicit consent.



Thanks to your consent, the VRU will be able to provide us with an anonymous overview of the young people in terms of school attendance, missing episodes, and offending episodes. This may help us to demonstrate and improve our impact and ultimately secure funding to keep supporting young people with what we do.

Please fill in the consent form attached to this document to give or refuse your consent. If you decide to give your consent, you can withdraw your consent at any point by speaking to your youth worker (or equivalent).

We may also share information when we are obliged to by the law.

For how long will we keep your data?

As required by law, we keep your data for six years after your engagement with us. After this time, personal data will be reviewed and securely destroyed.

If we collect your data as part of the referral process, but for any reason, you do not engage with our intervention, we delete your data after 12 months.

Security precautions

All information we collect about you is stored securely and we take maximum precautions to ensure its security.

We have secure communication arrangements with partners so that any information you share is safe.



Your rights are important

You have the right to:

- know what data we hold about you
- correct anything that's wrong
- request the deletion of your data
- object to the processing of your data
- complain.

To exercise any of your rights, or to ask any question, please talk to your youth worker (or equivalent).

They will contact the Data Protection Lead at Oxfordshire Youth and provide you with answers and steps to take.



*Each partner acts as individual data controller of your personal information and you should read their privacy policies in addition to this one.

**Each partner may use 'legitimate interests' as a lawful basis for processing your personal data in order to delivery their services, including the 'special category of data' via the exemption b – Article 9(2) of the UK GDPR. Each partner has a legitimate interest in providing all of their service users with a quality service that best suits their needs. RAW and SOFEA may also share personal data with Oxfordshire Youth, using 'legitimate interest' as a lawful basis.