



Privacy Notice. Bristol City Council

Supervised Toothbrushing Privacy Notice

Bristol City Council is the data controller for the purposes of the Data Protection Act 2018 and other regulations including the UK General Data Protection Regulation (UK GDPR), which means it determines what your personal data is used for and why it is collected.

The purpose of this privacy notice is to tell you about how we collect and use personal data in connection with our service. We may update this privacy notice from time to time. When we do this, we will communicate any changes to you and publish the revised privacy notice on our website.

Our main address is City Hall, College Green, Bristol, BS1 5TR and our contact details can be found on [Bristol City Website](#)

For **all of the below information** Bristol City Council is a joint data controller with the commissioned service:

- UHBW Primary Care Dental Service Oral Health Promotion Team.

What data we need to collect and use?

To provide this service, we will collect and use some or all of the personal information below:

- Age of child,
- ethnicity of child,
- part of postcode of child,
- Name of School, Children's Centre, Pre-School, or Nursery

We get most of this information from you and from what we learn about you through your use of our services, but we may also get some information about you from:

Where consent has been given by the parents/carers to participate in future interviews by BCC, the information collected will include:

- Name of parent/carer
- Contact details (email or telephone number)

How do we use your personal information?

We use this information for one or more of the following reasons:

To gather anonymous data in order to assess the take up of the programme across various settings (e.g., Schools, Children's Centres, Pre-Schools, and Nursery etc.).



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Details obtained from the interviews may be recorded and used to assess if the programme has achieved the following aims of the service:

- To establish good brushing technique for life in children when habits are formed and prior to onset of decay
- To provide information to families to establish good oral hygiene practices at home including brushing teeth at least twice a day, good brushing practices such as brushing for two minutes and using a fluoride toothpaste, and routine visits to the dentist.

Who else might we share your personal information with?

Sometimes we may need to share your information, but we will only do so where we have a valid legal basis to share data. We will only share the minimum information for each circumstance.

We also use a data processor to support our activities, for example by providing systems we need or delivering services on our behalf. These processors are:

- UHBW Primary Care Dental Service Oral Health Promotion Team.

Will my personal data be sent outside the UK?

No personal information is routinely sent or held outside the UK. Should the transfer of personal information outside the UK become necessary, it will only take place if permitted by law, and then only where there are appropriate safeguards in place to protect the data.

What is the legal basis for our use of your personal information?

The information below shows the legal bases we are relying on to use your personal or special category (sensitive) personal information.

You can see a list of the full legal bases we may rely on by looking at our main privacy notice.

Personal information

Our legal basis for using your personal information is consent.

How long we will keep your personal information?

We will hold this information for as long as it is needed, or if we are required to do so by law. In practice this means that your personal information may be retained for the relevant period listed below:

- The outcomes of the interviews will be held for 1 year.

After this, your personal information will be deleted.



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Your rights as a data subject

The law gives you a number of rights to control what and how personal information is used by us, including the right to access a copy of your personal information and withdraw your consent when we rely on your permission to use your personal data.

Full details about how we use and share your data and your rights can be found on our [Corporate Privacy Notice](#). If you are unable to access our digital Privacy Notice, please [contact Citizens Services](#) whom will be able to send a hard copy.

To update or correct your information if it is inaccurate, please [contact Citizens Services](#).

To access a copy of your personal information, more details and how to make a request can be found on the [data protection subject access requests page on the council website](#).

You can exercise any of these rights, ask questions about how we use your personal data or complain by contacting us at data.protection@bristol.gov.uk or by writing to our data protection officer at:

Data Protection Officer
Information Governance
Bristol City Council
City Hall
PO Box 3399
Bristol
BS1 9NE

If you think we have dealt with your information inappropriately or unlawfully, you have the right to complain to the ICO at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Website: <https://ico.org.uk/>

Surveys

From time to time, we will conduct surveys to establish information to assist us in gaining your direct thoughts and opinions on our public services.

Each Survey will invite you to participate; this will be classed as asking for your consent to participate; your information gathered at the time of the survey will be only used for that purpose of the survey and will not assume consent for any other purpose. Where Consultant companies (3rd parties) are used by Bristol City Council for a specific survey, these will be specified in the Survey's purpose statement.



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Details of the purpose and scope of the Survey will be made clear for each Survey we may ask you to participate in, this will provide you with the details for you to clearly decide if you want to consent to participate in the Survey.

Personal data collected during the survey will be deleted upon the completion of the survey analysis and will not be stored or used for any other purpose. Each Survey will request your consent each time you participate.

Participation in our surveys will not impact or influence any future mailing preferences in the future and unless otherwise stated your participation will be anonymous

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