



Anna Freud

Growing Up in the 2020s: Advisory groups

Information regarding your private and personal data

1. Introduction

Anna Freud is a registered mental health charity. We are working with the Department for Education, UCL, and Ipsos on a project called “Growing Up in the 2020s”; it is also sometimes known as “EOPS-C”. As part of this project, Anna Freud is running advisory groups with young people, parents and carers, and teachers, to help us shape the project and make sure we are working in a way that is relevant and appropriate to you.

Anna Freud is the data controller for data processing the advisory groups. This means that any data collected about you in relation to the advisory groups is collected and held by Anna Freud.

This notice tells you about the personal data we will collect about people who sign up for and/or take part in our advisory groups ('you'). If you have any questions about this notice, you can contact us:

- Email: growingup2020s@annafreud.org
- Write to us: Anna Freud Centre, 4-8 Rodney Street, London N1 9JH.
- Anna Freud's Data Protection Officer is Rachel Hart: DPO@annafreud.org; 020 7794 2313

2. Purpose of processing your data and the lawful basis for processing

We will collect data from everyone who signs up to or joins the advisory groups. Data is being processed by Anna Freud to recruit for and deliver a series of advisory groups. Data will be collected before and during groups and used for the purpose of

contacting potential and actual group members, and their emergency contacts if necessary.

Personal data is information about you. We will be collecting:

- Your name
- Your age, gender, ethnicity, disability, and special educational needs
- Your contact details
- Parent/carer contact details (if under age 16)
- Emergency contact details (if over age 16)

In the advisory group meetings, we will make written notes of our conversations.

All this information will be held until the end of the EOPS-C project, December 2030. However, you can request for your information to be deleted sooner.

We are collecting your personal data so that we know who will be attending our advisory group sessions. The information you provide will be used to plan and prepare for the sessions and ensure you have the correct information to attend.

In the sessions themselves, we will be collecting data that may relate to your personal experience as someone who has interacted with or used our products and services. In the event of a safeguarding concern, we will use the information you provided to contact your emergency contact.

The UK GDPR basis for processing personal data is legitimate interest (Article 6(1)(f)). It is in the legitimate interest of Anna Freud to collect and process data about you in order to ensure you are able to access the advisory group sessions appropriately, and to help us ensure that our plans for the EOPS-C project are appropriate and relevant to the young people we are working with, their families and their schools. Our basis for processing sensitive data is research purposes (UK GDPR Article 9(2)(j)) and DPA (2018) Schedule 1 part 1 paragraph 4). This allows us to process your personal data for research or evaluation purposes where appropriate care is taken to manage the data securely.

3. Withdrawing from this project

If you no longer want to participate in the advisory group you can withdraw at any time and we will respect that decision and cease to use your data. You can contact us using the contact details included at the bottom of this notice.

4. Your data rights

Under data protection law, you have rights we want to make you aware of. The rights available to you depend on our reason for processing your information and may only apply in certain circumstances. You can check the [Information Commissioners](#) website for more detail or contact the DPO.

- **Your right to be informed** - this notice informs you what data we collect and how we use it.
- **Your right of access** - You have the right to ask us for a copy of your personal information.
- **Your right to rectification** - You have the right to ask us to correct information which you think is inaccurate or incomplete.
- **Your right to erasure** - This is known as the 'right to be forgotten' and you have the right to ask us to erase your personal information in certain circumstances, such as where it is no longer required: <https://ico.org.uk/yourdata-matters/your-right-to-get-your-data-deleted/>
- **Your right to restriction of processing** - You have the right to ask us to limit the processing of your information in certain circumstances.
- **Your right to object to processing** - You have the right to request we stop processing some or all of your data.
- **Your right to data portability** - This only applies to information you have given us and where we rely upon your consent to process the data.
- Rights around automated decision making and profiling

You are not required to pay a charge for exercising your rights. We generally have one month within which to respond to your request.

Please contact us at DPO@annafreud.org if you wish to make a request with regard to any of your rights.

5. Making a complaint

If you feel we may not be handling your data appropriately or if you have any queries or concerns about this you can contact us, dpo@annafreud.org

You can also, at any time, make a complaint about our processing of your data to the Information Commissioner, <https://ico.org.uk/global/contact-us>