

Information Regarding Your Private, Personal Data

Who are we?

We are the Anna Freud Centre and we are responsible for your personal data. We collect this from you as part of a project called '*Learning about the Youth Intensive Psychological Practitioner (YIPP) programme*'.

What is personal data?

Personal data is information about you. For example:

- Your name
- Your age, gender, and ethnicity (i.e., demographic data)
- Your responses in our discussion with you, which will be audio recorded

Why are we collecting your personal data?

- We are collecting your data to learn about your opinions and experiences of working with your YIPP.
- This is so that we can improve this type of help in future.
- We are also collecting this data from other young people too.

Where is my data?

We keep your data on safe systems at our office. Only people who work for us or those who we give permission to can see it.

How long do you keep my data?

We keep your personal data until the end of the project (31st March 2024). At this point, we delete it. The only data that we keep for 10 years or longer (to be able to do more research) is:

- The form that you sign to agree to take part in this project.
- Your demographic data and the written version of the audio recording of your responses in our discussion with you (but this will not include your name).

Do I need to do anything?

No. We've let your parents and carers know about the data that we need. We also work with a Data Protection Officer to make sure that we look after your data properly.

What are my rights?

You have the same rights as adults when it comes to your data. Some of these include:

- Knowing what data we have about you
- The right to correct anything that's wrong
- Being able to ask us to stop using your data
- And more

For more information about your rights please visit the ICO website [here](#). You can also contact us using the contact details included at the bottom of this notice to ask us about your rights.

Can I find out more?

If you have any questions, then you can ask your parents or carers, and you can contact us at:

- Julian Edbrooke-Childs: Julian.Childs@annafreud.org
- Write to us: Anna Freud National Centre for Children and Families, 4-8 Rodney Street, London N1 9JH

- Our Data Protection Officer is Rachel Hart, DPO@annafreud.org