

# Young Person's Privacy Policy

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## What does this policy explain?

Who We Are?



What is personal data?



What do we use it for?



Where is my data?



What are my rights?



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Rape and Sexual Abuse Support Centre

We are RASASC. We are here to support you.



What is 'personal data'?

Personal data is information about you, for example, your name, where you live, your date of birth, your family. It includes other information we collect to help us with supporting you, for example, the records on when you attend sessions and on your well-being.



Where do we get it from?

Some of the information comes from your family when they ask for help from our service. Sometimes it comes from the local authority or another service you have worked with, And some of it comes from you, such as what support you access and the sessions you attend.



### **What do we use it for?**

We use your data to support you as well as we can and to keep you safe. For example, If you were ill and we did not have your medical details or parents contact details we would not be able to help you in an emergency or if you feel unsafe.



### **Where is my data?**

We keep your data on our in house database. Only people who work for us or those we give permission to can see it.



### **How long do you keep it?**

We keep it for 7 years, unless you ask us to delete it.



### **Do I need to do anything?**

No. We let your parents and carers know about the data we need. Sometimes we need their permission and they can say no. We tell them even more about how we use your data.

## **What are my rights?**

You have the same rights as grown-ups. These include knowing what data we have about you and the right to erasure. Most of the time your parents/carers look after your rights until you are 12 or 13 years of age. We also work with a data protection officer to make sure that we look after your data.

### **Can I find out more?**

Yes, ask your keyworker or a staff member if you have any questions and they will help you find out the answers. We have provided your parents/carers with more information on your data.