

Dental Epidemiology Survey privacy notice for parents and carers

This notice explains what personal data (information) we hold about you and your child, how we collect, use and may share information about you. We are required to give you this information under data protection law.

Who we are

The Dental Epidemiology Survey is delivered by Bridgewater Community Health Foundation Trust (BCHFT) and your local authority on behalf of the [Office for Health Improvement and Disparities](#).

This survey enables us to collect information on the health of people's teeth and mouths (their oral health).

This academic year (2022-2023) we will be collecting information on the oral health of children in year 6. Parents and carers who have a child in the participating schools in these districts will be asked if they give permission (called a 'common law consent') for their child to take part in the survey and have a brief dental check (examination) at their school.

The personal information we collect and use

Information collected by us

If you give permission to your child taking part in the survey and having a dental check, we will collect the following personal information when you provide it to us:

- Your child's personal details, including their name, address (including postcode), date of birth, sex, school name and district and school class.
- Your full name (as the child's parent or carer)
- We also collect the following 'special category data' (personal data which is more sensitive and is treated with extra care and protection) when you provide it to us:
 - Information about your child's racial or ethnic origin
 - Information relating to your child's oral health (e.g. the number of decayed, filled, or missing teeth that they may have).

How we use your personal information

We use your personal information for the following purposes:

- To plan, organise and deliver the survey, and make sure we only carry out a dental check on children .
- To better understand children's oral health across the geographical boroughs.
- To plan and improve how we can best support children and families to care for their mouths and teeth.

Reasons we can collect and use your personal information

When we collect your personal data, we rely on the following legal bases:

- Article 6(1)(c) - processing is necessary for compliance with a legal obligation to which the controller is subject.
- Article 6(1)(e) - processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.

When we collect your 'special categories of personal data', (such as health, race, ethnicity) we rely on the following legal basis:

- Article (9)(2)(h) - processing is necessary for the provision of health or social care or treatment or the management of health or social care systems and services.

We rely on the health or social care purpose and public health conditions from Schedule 1 of the Data Protection Act 2018 when relying on Article(9)(2)(h) to process your special category data.

How long your personal data will be kept

Bridgewater will hold the information for 1 year following the survey.

Who we share your personal information with

In the course of working with you, we may collect information from, or share it, with:

Local authorities ie the school to help process and identify yourself and your child.

The information we collect will be transferred to Office for Health Improvements and Disparities.

We will share limited information in order to protect the identifications.

We will share personal information with law enforcement or other authorities if required by applicable law or in connection with legal proceedings.

We will share personal information with our legal and professional advisers in the event of a dispute, complaint or claim. We rely on Article 9(2)(f) where the processing of special category data is necessary for the establishment, exercise or defence of legal claims or whenever courts are acting in their judicial capacity.

Transferring your information outside of the UK

The initial survey is collected using Microsoft Teams Forms, which is hosted by Processing Microsoft Azure cloud services, within the EU. This means that we will transfer your data outside of the UK to the EU for processing. This is based on an adequacy decision by the Secretary of State/safeguards prescribed by the UK GDPR. More information can be found on the [ICO's website](#).

Your rights

Under the UK GDPR you have rights which you can exercise free of charge which allow you to:

- know what we are doing with your information and why we are doing it
- ask to see what information we hold about you (subject access request)
- ask us to correct any mistakes in the information we hold about you
- object to direct marketing
- make a complaint to the Information Commissioners Office
- withdraw consent at any time (if applicable)

Depending on our reason for using your information you may also be entitled to:

- ask us to delete information we hold about you
- have your information transferred electronically to yourself or to another organisation
- object to decisions being made that significantly affect you
- object to how we are using your information
- stop us using your information in certain ways

We will always seek to comply with your request however we may be required to hold or use your information to comply with legal duties.

For further information about your rights, including the circumstances in which they apply, see the [guidance from the UK Information Commissioner's Office \(ICO\)](#) on individuals' rights under the United Kingdom General Data Protection Regulation.

If you would like to exercise a right, please contact the Information Resilience and Transparency Team at data.protection@kent.gov.uk.

Keeping your personal information secure

We have appropriate security measures in place to prevent personal information from being accidentally lost, or used or accessed in an unauthorised way. We limit access to your personal information to those who have a genuine business need to know it. Those processing your information

will do so only in an authorised manner and are subject to a duty of confidentiality.

We also have procedures in place to deal with any suspected data security breach. We will notify you and any applicable regulator of a suspected data security breach where we are legally required to do so.

Contact

You can contact Lorraine Kellett – Dental Epidemiology Team Leader on Tel: 01928 593416 or via email: lorrainekellett@nhs.net

You can contact our Data Protection Officer bchft.dpo@nhs.net

UK GDPR also gives you right to lodge a complaint with Information Commissioner, who may be contacted via the [Information Commissioner's website](#) or call [03031 231113](tel:03031231113).