

Privacy Information

Targeted Early Help Annual Data Collection 2026-2027

Your Privacy Information.

Please read this in conjunction with the Council's general Privacy Information that can be found here: <http://www.southglos.gov.uk/privacy>

Overview

Targeted Early Help (TEH) Data Collection is a national, voluntary data return linked to the Governments Families First programme. It is used by Local Authorities to share information about the support provided to children, young people and families through early help services.

Your Information

The lawful basis for South Gloucestershire Council processing your personal data for the TEHADC is that it is necessary for the performance of a task carried out in the public interest or in the exercise of official authority under Article 6(1)(e) of the UK General Data Protection Regulation (UK GDPR).

In order to collect and process any special category data, such as health and learning disabilities, this will be done so in accordance with Article 9(2)(g) of the UK GDPR – processing is necessary for reasons of substantial public interest, specifically for the purpose of promoting equality of opportunity or supporting individuals with particular needs, as set out in Schedule 1, Part 2(8) of the Data Protection Act 2018.

To identify and support eligible young people, we may collect and share the following types of personal data:

- Child Mosaic ID
- Targeted Early Help ID
- Unique Pupil Number
- Date of Birth, Sex
- Date of Death
- Ethnicity
- Disability

How we'll use your information and who we share it with

We will use your information to contribute to the Targeted Early Help Data Collection, which helps us understand how early help services are working and supports national reporting and funding decisions. We will only share this information with the

Department for Education as part of the voluntary data collection. This is used for analysis, research and to import outcomes.

We only share the minimum necessary information, and will always do so securely, and lawfully in accordance with the Data Protection Act 2018 and UK General Data Protection Regulation (UK GDPR).

Your information will never be shared with third parties for marketing purposes.

Use of personal data for service improvement

In addition to using your personal data for the specific purposes for which it was originally collected, South Gloucestershire Council may also use your information to help improve our services and how we engage with you. This may include contacting you to invite you to take part in surveys, research or engagement activities related to the services you have received or interacted with.

These activities help us better understand your needs and experiences, enabling us to improve our policies, services and communications across the council.

The lawful basis for this processing is Article 6(1)(e) of the UK General Data Protection Regulation (UK GDPR), that the 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 council.

Participation in any survey or feedback activity is entirely voluntary and you can opt-out of receiving such communications at any time.

Transferring your information overseas

Your information is not transferred and stored in countries outside the UK or the European Economic Area (EEA) for the provision of this service.

Retention Periods

The TEHADC will be held indefinitely, or until it is no longer necessary for the purpose of analysis.

Your rights

You have a number of rights relating to your information e.g. to see what we hold, to ask us to share it with another party, ask us to update incorrect or incomplete details, to object to or restrict processing of it or to make a complaint about how we are handling it. If you have given us your permission to use your information you also have the right to withdraw that permission at any time in the future.

Privacy Information

If you wish to see what information we hold about you, want to ask us not to contact you or ask us to correct or update your information you can contact CAHDPA@southglos.gov.uk.

If you have any worries or questions about how your personal information is handled please contact our Data Protection Officer at DPO@southglos.gov.uk or write to us at Data Protection Officer, PO Box 1953, The Council Offices, Badminton Road, Bristol, BS37 0DB and we will be pleased to help you.

For independent advice about data protection, privacy and data sharing issues, you can contact the Information Commissioner's Office (ICO) via their [contact page](#) or call them on 0303 123 1113.