

# Traded Services Privacy Notice

version 1.0

## Changes to this notice

We keep this Privacy Notice under regular review and we will place any updates on this web page. This Notice was last updated on 2 November 2023.

This privacy notice applies to Traded Services within the education sector provided by Worcestershire Children First on behalf of Worcestershire County Council and should be read in addition to Worcestershire County Council's [Full Privacy Notice](#).

The privacy notice will cover:

- [Purpose for processing](#)
- [Personal information collected and lawful basis](#)
- [Who we may share your information with](#)

- Whether or not you have a disability or additional support needs for which the organisation needs to make reasonable adjustments

The legal bases for processing this personal data are:

- **Consent** – the individual has given clear consent to be included within a marketing list(s)
- **Contract** – the processing is necessary for a contract you / your organisation has with Worcestershire Children First

The special category condition for processing is:

- Necessary for reasons of substantial public interest (statutory etc. and government purposes) set out in Schedule 1 of the DPA 2018 condition 8 equality of opportunity or treatment

## **Who we may share your information with**

We may need to share the personal information you have given to us or we've collected about you with partner organisations where relevant to the individual/establishments and/or their care provision. These include but are not limited to:

- Education and early years settings
- Internally within WCF to enable provision of training
- External moderators

Information will only ever be shared when it is strictly necessary to help us provide effective services and you may have the right to refuse. We will not pass it onto any other parties unless

[schoolservices@worcschildrenfirst.org.uk](mailto:schoolservices@worcschildrenfirst.org.uk) to exercise these Information Rights or call the main Worcestershire County Council contact telephone number of **01905 765765**.

Please see our overarching Privacy Notice (<http://www.worcestershire.gov.uk/privacy>) for further contact details and if you have a complaint about your information rights.