

### Service Name: Salford Local Authority Designated Officer (LADO) and allegations against professionals working with children.

Our core data protection obligations and commitments are set out in the council's [Primary Privacy Notice](#) and on our website at [Data Protection legislation](#).

This notice provides additional privacy information for: Salford Children and Families

### Purpose(s)

We collect your personal information for the following purpose(s):

- To conduct investigations into allegations levelled against professionals working with children
- To undertake child safeguarding measures

### Categories of personal data

In order to carry out these purposes we collect and obtain the following categories of personal data regarding the subject individual:

- Name
- Date of birth
- Ethnicity and nationality
- Address
- Health and social care information
- Police record information
- Employment information

### Legal basis for processing

The legal bases under **Article 6** of the GDPR for processing your personal information is:

**(c) Legal Obligation:** processing is necessary for compliance with a legal obligation to which the controller is subject in accordance with the following:

- Children Act 1989
- Children Act 2004
- Sentencing and Punishment of Offenders Act 2012
- Education Acts

**(e) Public Task:** 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, in accordance with the following:

- Working Together to Safeguard Children 2015
- Legal Aid
- Keeping Children Safe in Education 2016

The legal basis under **Article 9** of the GDPR for Processing special category data is:

**(b) Social security and social protection law:** Processing is necessary for the purposes of carrying out the obligations and exercising specific rights of the controller or of the data subject in the field of employment and social security and social protection law

**(c) Protecting the vital interests of the data subject:** Processing is necessary to protect the vital interests of the data subject or of another natural person where the data subject is physically or legally incapable of giving consent

**(f) Exercise or defence of legal claims:** Processing is necessary for the establishment, exercise or defence of legal claims or whenever courts are acting in their judicial capacity

## Information sharing/recipients

We may share personal information about you with the following types of organisations:

- Employer of the alleged perpetrator
- Children’s social care services
- Adult social care services
- Police Services

## Data Transfers beyond European Economic Area (EEA)

We will only send your data outside the EEA:

- with your consent, or
- to comply with a lawful and legitimate request, or
- if we use service providers or contractors in non EEA countries.

If we do transfer your information beyond the EEA, we will make sure that it is protected in the same way as if it was being used in the EEA.

## Automated Decisions

No automated decisions are made

## Data retention/criteria

We will retain your information for:

Content/Type	Scenario	Timescale for Review	Action
<b>Contacts, Initial Considerations and Referrals that do not progress</b>	All contacts, initial considerations and referrals into LADO where it is clear that there is no evidence to substantiate the allegation.	Review 10 years from the date of closure	All information will be deleted and destroyed
<b>Malicious, False or Unfounded</b>	All cases that progress to strategy meeting whereby the allegation is found to be Malicious, false or unfounded.	Review after 10 years from the date of closure.	If no additional information or evidence is brought to light during this period, the information will be deleted and destroyed.
<b>Unsubstantiated</b>	All cases that progress to strategy meeting whereby the allegation is found to be unsubstantiated.	No date for review.	These records should be retained until the alleged perpetrator reaches the age of 100 years. Following this time they should be deleted and destroyed.
<b>Substantiated</b>	All cases that progress to strategy meeting whereby the outcome is found to	No date for review.	These records should be retained until the alleged perpetrator reaches the age of 100 years. Following this time they

	be substantiated.		should be deleted and destroyed.
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This policy has been drawn up by the North West LADO group to provide guidance to LADO's and other agencies around the retention of information that is collated by LADO's. the policy is considered in line with Greater Manchester Retention Policy:

[https://greatermanchesterscb.proceduresonline.com/chapters/t\\_retention\\_records.html](https://greatermanchesterscb.proceduresonline.com/chapters/t_retention_records.html)

## **Your rights**

Information about exercising your rights can be found on the council's website [Exercising Your Rights](#)

## **Updates**

We may update or revise this Privacy Notice at any time so please refer to the version published on our website for the most up to date details [Data Protection Legislation](#)