

## **Firesmart intervention programme personal data.**

### **How we use personal information for our work with young people and vulnerable adults**

The categories of the information that we collect, process, hold and share include:

- personal information of the young person (such as name, address, date of birth)
- personal information of family members or carers (such as name, address, age of siblings)
- special categories of personal information in the form of characteristics (such as gender, ethnicity, disability, medical conditions)
- information relating to the instances of fire setting (such as referral information, assessment information, details of history of setting fires, dates and details of the interventions that we have carried out)
- special educational needs and behavioural information relating to the child

### **Why we collect and use this information**

We use children and young persons' and vulnerable adults' data to:

- record intervention activity and progress
- record and evaluate our work;
- derive statistics which inform decisions about how we improve safety and support the development of our staff;
- investigate fires and other incidents;
- help you contact other services which may benefit you or improve safety; and
- deliver and manage safety courses and services for young people.

We collect and use personal information in our official authority as a fire and rescue service. For the collection and use of special categories of personal data, the legal basis that we rely on is Article 9 (2)(g) of the GDPR, and Schedule 1 part 2(6) of the Data Protection Act 2018 which relates to statutory and government purposes.

### **Storing this information**

We keep this information within a database which is subject to strict security controls to ensure that access is limited to those who need to see it.

For our work with young people who have demonstrated firesetting behaviours, we will keep this information until their 18<sup>th</sup> birthday.

### **Who we share this information with and why**

We provide information back to referring agencies on individuals who engage in our intervention programme relating to their outcomes and additional support required from other agencies.

We have a responsibility to promote social well-being. To do this we often work closely with other authorities and partners. To ensure the referred person receives the relevant support services, we may need to share personal and sensitive information including, the referrer,

the young person's and other affected person's details such as parent/guardian and others living in the same location.

Partners and other organisations we may need to share this detail with are, but not exclusively:

- Community Organisations
- Councils
- Police and other emergency services
- Qualification Awarding Bodies
- Voluntary Services
- Health Service

In almost all such cases we will make you aware if information is intended to be used in this way and provide the opportunity for you and the referred to say no. The exception to this is when we are required by law to pass on information such as where a child is at risk of harm or when criminal activity has been disclosed.

Where it is not possible or practical to obtain your consent to share sensitive personal information, we will only share the information if we consider it necessary to protect your s and the referred person's vital interests. Such interests are for the protection of life, reduction of crime and accidents and for improving health.

Sharing information with our partners will only take place under strict data sharing protocols with tight security in terms of the transfer of information.