



## Privacy Notice For Children

### **What is a privacy notice?**

A privacy notice helps your doctor's surgery tell you how it uses information it has about you.

### **Why do we need one?**

Your doctor's surgery needs a privacy notice to make sure it meets the legal requirements which are written in a new document called the General Data Protection Regulation (Or GDPR for short). GDPR is a document that helps your doctor's surgery keep the information about you secure.

### **What information do we collect about you?**

We only collect the information we need to help us keep you healthy.

### **How do we use your information?**

Your information is taken to help us provide your care. Sometimes we might need to share this information with other medical teams. Your doctor's surgery may be asked to help with exciting medical research; but we will ask you, or your parents or adults with parental responsibility, if it's okay to share your information.

### **Don't want to share?**

All of our patients, no matter what their age, can say that they don't want to share their information. If you are under 16 this is something which your parents or adults with parental responsibility will have to decide. They can get more information from a member of staff at the surgery.

### **How do I access my records?**

If you want to see what is written about you, you will need to complete a Subject Access Request (SAR). Your parents or adults with parental responsibility will do this on your behalf if you are under 16. But if you are over 12, you may be classed as being competent and you may be able to do this yourself. Please write in to the Practice Manager or ask your parents or adults with parental responsibility to do so.

### **What do I do if I have a question?**

If you have any questions, ask a member of the surgery team or your parents or adults with parental responsibility can contact the practice's data controller. GP Practices are data controllers for the data they hold about their patients.

### **What to do if you are not happy about how we manage your information**

If you or your parents or adults with parental responsibility are unhappy with any part of our data processing methods, you can contact our Complaints Officer or visit [ico.org.uk](http://ico.org.uk) and select 'Raising a concern'. We always make sure the information we give you is up to date. Any updates will be published on our website and be displayed on our posters.

