

# Privacy Notice – Becoming an ELC Partner Provider

The Data Controller of the information being collected is Aberdeenshire Council.

The Data Protection Officer can be contacted at Town House, 34 Low Street, Banff, AB45 1AY.

Email: [dataprotection@aberdeenshire.gov.uk](mailto:dataprotection@aberdeenshire.gov.uk)

Your information is being collected to use for the following purposes:

- **In order to determine your eligibility to become an ELC partner provider for Aberdeenshire Council**
- **To enable us to make informed decisions, when allocating eligible two year olds**

Your information is:

Being collected by Aberdeenshire Council

The Legal Basis for collecting the information is:

Personal Data	Special categories of personal data		
Performance of a Contract	X	The processing of an individual's personal data would be lawful where this is necessary for entering a contract with the individual or for the performance of a contract with the individual.	

- Scottish Government / Education Scotland for data collection
- NHS – to facilitate engagement with public health services

Where the Legal Basis for processing is either Performance of a Contract or Legal Obligation, please note the following consequences of failure to provide the information:

*Please detail the consequences of failure to provide the information or state "Not applicable".*

The authority will not be able to determine if you meet the criteria to become an ELC partner provider

Your information will be shared with the following recipients or categories of recipient:

*Please list recipients or categories of recipient here or state "Not applicable"*

- Scottish Government for census purposes.
- Partner agencies (ie: NHS) where applicable.
- Other services available within Education & Children's Service were required.

Your information will be transferred to or stored in the following countries and the following safeguards are in place:

*Please list any countries to which the data will be transferred and stored or state "Not applicable". Where data is transferred abroad, details of the safeguards in place must be stated e.g. Privacy Shield compliant organisation, Country deemed "Safe" by European Commission, etc. - Not applicable.*

The retention period for the data is:

*Please state the retention period(s)*

We will keep this information for the contract period (3 years plus extension of 1 year due to 1140 legislation)

The following automated decision-making, including profiling, will be undertaken:

*Please detail any automated decision-making or profiling that will take place or state "Not applicable". - Not applicable.*

Please note that you have the following rights:

- to withdraw consent at any time, where the Legal Basis specified above is Consent;
- to lodge a complaint with the Information Commissioner's Office (after raising the issue with the Data Protection Officer first);
- to request access to your personal data;
- to object, where the legal basis specified above is:
  - (i) Performance of a Public Task; or
  - (ii) Legitimate Interests.
- to data portability, where the legal basis specified above is:
  - (i) Consent; or
  - (ii) Performance of a Contract;
- to request rectification or erasure of your personal data, as so far as the legislation permits.