

## Under 18's and Children

LiveWest will only collect limited information about children living within a property, such as name, address, and date of birth. This is so a record of who is living at the property can be kept. We may also collect information about relevant health conditions if it is needed for us to provide help or support.

### **Foyers and New Horizons**

LiveWest will collect additional information for children and young people in some supported housing settings, such as Foyers and our New Horizons support service.

The data that collected for children and young people will depend on the services and support needs of that individual. It is likely to include:

- Name
- Date of birth
- Health and support needs (more information on special category data can be found in our main privacy notice)
- Details of parent or guardian
- Support plans
- Case notes
- CCTV Images

LiveWest may legally collect information beyond this list if it is required.

### **Sharing personal data**

LiveWest may share a child's personal data if there are welfare concerns through our safeguarding procedure or as part of a multi-agency welfare case.

### **Data protection rights**

Children aged 13 or over have the same data protection rights as adults. Therefore, children of 13 or above, can exercise their rights under the data protection act 2018 and UK GDPR.

This includes making a subject access request.

For children under the age of 13, those with parental responsibility can make an individual rights request on behalf of the child. Please speak to a LiveWest colleague if you have any questions regarding data protection rights.

### **How long does LiveWest keep your data?**

Information regarding housing will be retained for six years after you have moved out of the property. Support plans will be retained for one year following the end of support. After this time, your information will be deleted or securely destroyed.