

How we look after your information

1 What is personal information?

This includes things like your...



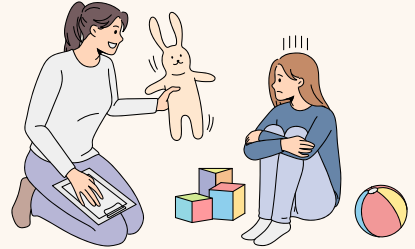
Date of birth



Name



Home address



Number of sessions attended

& your family



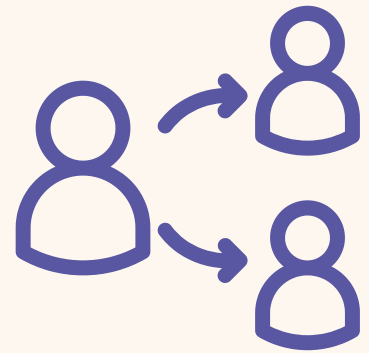
2 Why do we need it?

2

- To make sure your support is being recorded properly.
- To keep you safe.
- To give you the best support.

3 What do we do with it?

We may share it with your parent/carer, funders or other professionals who support you, such as your teacher or social worker.



4 How do we keep it safe?

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We store your information on secure computers with password protection.

5 Who can see my information?

Only people who work for RASASC and who we give permission to.



6 Who can I speak to if I want to know more?

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We tell your parent/carer more about your information. So you can speak to them or your support worker at RASASC.

