



Reference: FOI4352

Request:

This FOI request is for information that is processed about "children not in education".

It is regards to existing practice on recording and retaining personal data at individual named child level, whether data is collected on a voluntary basis from the person, or otherwise.

For Question one, 1.1 to 1.4 , and in order to make it easy to respond, we expect a yes/no answer only for each scenario. For question 1.5 please explain if necessary in free text.

Question two may be met by providing a copy of a Data Protection Impact Assessment for each relevant dataset.

For Question three, we expect a yes/no answer; and/or the register name.

Question four does not ask for personal details.

Definitions

Child (anyone aged under 18)

Records (data in any digital format, ie. spreadsheets, databases etc)

Educational setting (Any provider of state funded education: nursery, infant, primary, secondary, FE, AP, Hospital school, YOI etc)

Q1. On what grounds is a child's personal data processed in or on behalf of the Council

1.1 When a child is deregistered

- a. To receive an education otherwise than at school
Yes
- b. Due to permanent exclusion
Yes
- c. Due to unauthorised and unexplained absence (authorised absence plus ten days or 20 days) for which reasonable enquiries have been unable to resolve
Yes
- d. To move from state into independent (private) education
Yes
- e. To move out of independent (private) education to anything else
Information not held by the Authority

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1.2 When the destination from the following is unknown

- f. Nursery
Yes, if they were of statutory school age
- g. Alternative provision
Yes, if they were of statutory school age
- h. Custody
Yes, if they were of statutory school age
- i. Post-16 education
Information not held by the Authority

1.3 When the authority becomes aware of

- j. A child being educated otherwise than at school
Yes
- k. A child about whose education there is nothing known
Yes, if they were of statutory school age and if they are brought to the attention of the LA or if they have ever been in education previously. For example a child who has been in a nursery school but does not go on to attend school once they reach statutory school age. However, there may be children who the LA are unaware of and therefore information on their education status would not be held.
- l. A child whose parents the authority considers to be failing to provide a suitable education
Yes

1.4 When the authority has children in its geographical area that may be passing through but not in education

- m. child born outside England
Yes
- n. a child of a service family (army, navy etc)
Yes (admissions)
- o. a child of a family without permanent address
Yes, when a child is in temporary accommodation or refuge

1.5 Please provide any other circumstances or grounds in which the authority becomes aware of children not in education, about which they may make a record, for any other



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reason not listed.

No other reasons.

Q2. About the databases or registers currently processed.

2.1. For each scenario and/or separate records used, please provide

- a. the relevant Data Protection Impact Assessment
No, we do not hold one, but the below legislation applies
- b. If no DPIA exists, the name/title of the database/spreadsheet used.
EHE database
CME database
Capita One
Perspective Lite (A central school notification system where reports are uploaded securely for schools)
- c. If no DPIA exists, the field names (ie which data items may be collected)
The legislation and guidance allow us to collect, child name, dob, address and parents' name.
- d. If not listed in the DPIA or none exists, please state on which legislation does each data collection rely? i.e The Children Act 1989, Duty to identify 'Children Missing Education' (s436a Education Act 1996), Education (Pupil Registration) Regulations (England) 2006, Children Missing Education Statutory guidance for local authorities 2016, the Elective home education: departmental guidance for local authorities 2019 or state which if something else.)
Education Act 1996
The Children Act 1989 and the Elective home education: departmental guidance for Local Authorities 2019
Duty to identify 'Children Missing Education' (s436a Education Act 1996)
Education (Pupil Registration) Regulations (England) 2006
Children Missing Education Statutory guidance for local Authorities 2016.
- e. The numbers of individuals in each database as of June 30, 2021.
111 Children who are EHE
- f. The numbers of individuals in each database who are children on June 30, 2021.
111 Children who are EHE
17 Children who are CME
As of the Spring Census there were 31,176 children recorded in the Capita One Database.
Perspective Lite is not a North Tyneside Council System but will replicate the data held in Capita One.

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- g. The earliest record start date that is still retained by the authority for any of the above (i.e what is the oldest record currently processed includes those who may no longer be children)

We are required to keep data until a child 21st birthday

- h. where children are listed as 'unknown' (at any age including post-16 in Youth Employability Services) what data sources are used to create a record or make an intervention? (ie Revenue and Benefits data, Pre 16 Risk of NEET Indicator, UCAs, social media etc)

Where education is unknown the data sources can include information from EMTAS (ethnic minority and traveller services), information provided by parents and carers or information from any previous educational establishment where the pupil has been registered.

Q3. Does the Local Authority maintain a record of other parties to whom such data has been distributed or shared?

Yes

Q4. Where does responsibility (Job title, Department no personal details requested) for

- a. processing and

**Attendance and Placement Officer responsible for EHE and CME Children
The School Improvement Officer for EMTAS**

- b. the oversight of the above processing sit?

**Attendance and Placement Team for EHE and CME Children
The School Improvement Service for EMTAS**