

My Story and Me Privacy Notice

1. Who we are

The Anna Freud Centre is creating a resource, *'My Story and Me'*. This notice informs you how we will use personal data collected for the purposes of developing this resource. If you have any questions about the content of this notice you can contact us at:

- Julian Edbrooke-Childs: Julian.Edbrooke-Childs@annafreud.org
- Write to us: Anna Freud National Centre for Children and Families, 4-8 Rodney Street, London N1 9JH.
- Our Data Protection Officer is Rachel Hart, DPO@annafreud.org 020 7794 2313

2. Purpose of the processing and the lawful basis for the processing

We are trying to create a new way of helping young people to understand and talk about their mental health, the *'My Story and Me'* project, and we want to include the views and experiences of diverse groups of young people. A key element of *'My Story and Me'* will be young people learning from the experiences of people similar to them. To do this, we are creating brief videos, based on the real experiences and opinions of *'My Story and Me'* participants. In the future, when someone accesses *'My Story and Me'*, they will see the videos participants helped to create. These videos will cover three areas: *'Who I am, My Mental Health Story, and How I Like My Mental Health to be Supported'*.

We are collecting your personal data where you express an interest in participating and/or agree to participate in the creation of the *'My Story and Me'* video resources. This project will hold up to 4 types of participant personal data, provided by you:

- Your name and contact details and your parent/carer contact details if you are under 16
- Your gender and ethnic identities
- Details of your mental health and neurodiversity
- Your discussion responses (audio and/or video, or written)

The UK GDPR basis for processing these data are legitimate interest.

3. Who we share your data with

We are working with young people in an advisory group who will have access to your data as necessary to help create stories for the resource, but data will be pseudonymised or anonymised as soon as practical.

We will be managing the data on Centre IT systems, based in the UK and will be taking appropriate measures to ensure it remains secure at all times.

The final videos which, as decided by you, may include you in an identifiable way will be made available to users of the *'My Story and Me'* website. We will hold these videos securely, and only authorised young people will have access to the videos. Despite these precautions, as with any videos in the public domain, it may be possible for people to distribute or re-use the videos.

4. How long we retain your data

We will use the videos we create for up to five years. Where you are identifiable in the video, we will then check with you to make sure that you are happy for us to continue to use your video. We will keep your contact details for this period, so that we can contact you. We will send you an annual update on the project, and as part of this we will ask you to update your contact details if they have changed.

Other than for contacting you if you are identifiable in a video, your personal data will be held securely until the end of the project, April 2023, after which it will be securely

disposed of but we will retain the consent forms and the anonymised survey and interview contributions for research purposes for a minimum of 10 years.

5. Your data rights

Under data protection law, you have rights we want to make you aware of. The rights available to you depend on our reason for processing your information and may only apply in certain circumstances. You can check the Information Commissioner's website [<https://ico.org.uk/your-data-matters/>] for more detail or contact the DPO.

- **The right to be informed**
- **The right of access**
- **The right to correct data**
- **The right to be forgotten**
- **The right to restrict processing**
- **The right to data portability**
- **The right to object to our processing**

You are not required to pay a charge for exercising your rights. We generally have one month within which to respond to your request.

Please contact us at DPO@annafreud.org if you wish to make a request with regard to any of your rights.

6. Withdrawal from the project

If you no longer want to participate in the '*My Story and Me*' project you can withdraw at any time and we will respect that decision and cease to use your data. You can contact us using the contact details included at the top of this notice to make such a request. If you have allowed us to combine your anonymous responses with others to create a new story, you can withdraw your data up to two weeks after the discussion was conducted; after this point, it will not be possible for us to remove any individual contribution as it will not be individually identifiable.

We will use the videos we create for five years. We will then check with you to make sure that you are happy for us to continue to use the videos. We will check in with you sooner if we are doing a study looking at the impact of '*My Story and Me*' to make sure you are happy for us to use your video for the duration of the study.

7. Making a complaint

If you feel we may not be handling your data appropriately or if you have any queries or concerns about this you can contact us, dpo@annafreud.org.

You can also, at any time, make a complaint about our processing of your data to the Information Commissioner, <https://ico.org.uk/global/contact-us>.

8. Obligation to provide data and automated decision making

You can choose to participate in the project, in which case we do require your data. We do not use profiling or automated decision making when processing your data for any purpose.

This notice was last updated on 02/11/2022