Leicester, Leicestershire and Rutland
Integrated Care Board

NHS Leicester, Leicestershire & Rutland Integrated Care Board (LLR ICB)

Public Privacy Notice for Children & Young People

This privacy notice has been designed for Children and Young People and will tell you about who we are, what personal information we collect about you, how we use it, who we share it with, the legal reason under which we use your information, how we store it and how long we keep it for.

This privacy notice will also tell you about your rights about your personal information and who to contact if you have further questions, concerns or would like to make a complaint about the way your personal information has been used by the LLR ICB.

Who are NHS Leicester, Leicestershire and Rutland Integrated Care Board?

NHS Leicester, Leicestershire and Rutland Integrated Care Board (LLR ICB) make sure that all the people that live within Leicester, Leicestershire and Rutland have access to the NHS services they need.

All organisations who collect and store personal information must register with the Information Commissioners Office (ICO)

If you are concerned about the way in which we have used your information you can raise your concern with the LLR ICB by contacting us via:

- **Email:** llricb-llr.informationgovernance@nhs.net
- **Telephone:** 01604 476777
- **Online contact form on the LLR ICB Website:** https://leicesterleicestershireandrutland.icb.nhs.uk/contact/

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What is Personal Information?

Personal information is anything that can identify you in some way.

Below are some examples of personal information:

• Your name

• Your address and postcode

• Your date of birth

• Your NHS number

• Anything you have told us about yourself including details about your health.

How do we use your Personal Information?

LLR ICB use the personal information you gave us to:

- Make sure we have the right services available to make you better when you are poorly or injured;
- Check the quality of the services we provide to everyone;
- Monitor how we spend public money;
- Help us and the NHS plan for the future.

Who do we share your Personal Information with?

We may share your personal information when you use health or care services, but it can also be provided to organisations such as:

- NHS Northamptonshire Integrated Care Board (NICB) who the LLR ICB are working with;
- NHS England and Public Health England;
- Organisations who we have an agreement with to provide services e.g. University Hospitals of Leicester NHS Trust, Leicestershire Partnership NHS Trust;
- Other NHS organisations, GP surgeries and other care providers involved in your care and treatment.

In some circumstances we are legally required to share information.
This includes:

- When required by NHS England to develop national IT and data services;
- When reporting some infectious diseases;

What does the law say about the LLR ICB using your Personal Information?

The laws are the UK General Data Protection Regulation (UK GDPR), Data Protection Act 2018, the Data Use and Access Act (DUAA) 2025 and the Common Law Duty of Confidentiality. The LLR ICB uses your personal information under the legal reasons below:

- We have your consent (agreement).
- We have a legal responsibility - the law requires us to do this.
- We need it to do a public task – we are required to do certain activities by law.

The LLR ICB uses your sensitive information (such as race, ethnicity and health) under the legal reasons below:

- For employment, social security and social protection law.
- For health or social care services.
- For public interest.
- For defending legal claims.

How do we look after your Personal Information?

Your personal information is safely stored for as long as required by law.

We are committed to protecting your personal information and it will be held securely with permission only given to staff that need access to it.

How long do we keep your Personal Information?

We only keep your information for as long as the law allows us to which is written in the NHS Records Management Code of Practice.

What rights do you have on your Personal Information?

You have all the same rights on your personal information as an adult.

If we need to use your personal information for any reasons apart from what we have said above, we will talk to you or your parents / guardians first.

Under the Data Protection Act 2018 this gives certain rights.

You have the right to:

Your right of access - You have the right to ask us for copies of your personal information (known as a subject access request).

Your right to rectification - You have the right to ask us to correct personal information you think is not right. You also have the right to ask us to complete information you think is not complete.

Your right to erasure - You have the right to ask us to delete your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to not use all your personal information in certain circumstances.

Your right to object to processing - You have the right to stop us using your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

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Can you say no to your confidential Personal Information being used when not for your care and treatment?

National Data Opt Out

The information collected about you when you use health and care services can also be used and sent to other organisations for reasons other than your care and treatment to help with:

- improving the quality and standards of care
- research into the development of new treatments
- preventing illness and diseases
- monitoring safety
- planning services

You have a choice about whether you want your personal information to be used in this way. If you are happy for your information to be used in this way you do not need to do anything. If you are not happy and choose to opt out, your personal information will still be used for your individual care.

To find out more or to opt out, please visit https://www.nhs.uk/your-nhs-data-matters/

What if you have more questions?

If you would like to know more about personal information we hold or are concerned about the way we have used your personal information and would like to make a complaint, please contact us via the details below:

Data Protection Officer (DPO)

NHS Leicester, Leicestershire and Rutland Integrated Care Board

Room G30, Pen Lloyd Building, County Hall, Glenfield, Leicester, LE3 8TB.

Telephone: 01604 476777

Email: llricb-llr.informationgovernance@nhs.net

Who else can I complain to?

If you are still unhappy with the way in which we have used your personal information, you can complain to the Information Commission's Office via the details below:

Information Commission's Office

4th Floor, No. 3 Circle Square, 5 Hawkshaw Street, Manchester, M1 7BL

Helpline number: 0303 123 1113

ICO website: https://www.ico.org.uk

Further Information

This privacy notice has been written for Children and Young People, the LLR ICB Privacy Notice which contains further details can be accessed via our website: https://leicesterleicestershireandrutland.icb.nhs.uk/

Date of last review

This Privacy Notice was last updated **October 2026** and will be reviewed as and when required and on at least an annual basis.