



One Adoption North and Humber Privacy Notice

Who are we?

One Adoption North and Humber (OANH) is the regional adoption agency for the northern Yorkshire and Humber region. Hosted by City of York Council, OANH comprises adoption services for City of York, Hull City, East Riding of Yorkshire, North East Lincolnshire and North Yorkshire Councils.

One Adoption North and Humber is required to collect and use personal information about individuals, their families and others in their support network, who wish to become adopters.

When personal information is collected about you for the above purpose it is processed and held by the Local Authority that has completed the prospective adopter assessments. The Local Authority will be the 'Data Controller' as defined by Article 4 (7) of the UK GDPR. This means that the Local Authority will determine the purposes and manner in which, your personal data is processed. The Local Authority will have a responsibility to you and your personal data and will only collect and use it in ways which are compliant with data protection legislation.

Specific privacy information, including details of the Data Protection Officer, for each OANH member can be found through the links below:

City of York Council (Host Authority)	City of York Council Privacy Notice
North Yorkshire Council	North Yorkshire Council Privacy Notice
Hull City Council	Hull City Council Privacy Notice
East Riding of Yorkshire Council	East Riding of Yorkshire Council Privacy Notice
North East Lincolnshire Council	North East Lincolnshire Council Privacy Notice

What information do we collect?

The categories of information that OANH processes include the following:

- Full name
- Gender
- Date of birth
- Address and contact details
- Details of employment and education history
- Details of personal circumstances including family network and motivation to adopt
- Visual imagery such as photos and videos
- Financial information
- Information relating to assessments and approvals for adoption suitability
- Race and ethnicity information
- Health and medical information
- Details of relationships and sexual orientation

- Religious and philosophical beliefs
- Details of any criminal convictions or offences

Why do we collect your personal data?

We use the information we collect:

- To process adoption applications
- To assess if adoption is right for you and your family
- To match approved adoptive parents with children seeking adoptive families
- To provide ongoing support to adoptive parents
- To assess and evaluate our services
- To inform future service planning

What is our lawful basis for processing your personal data?

Under the UK GDPR, it is essential to have a lawful basis when processing personal information. OANH processes your personal data in accordance with the following:

- UK GDPR Article 6(1)(c) – legal obligation
- UK GDPR Article 6(1)(e) – public task

For the processing of personal data relating to criminal convictions and offences, processing meets Schedule 1, Part 2 of the Data Protection Act 2018 as below:

- (10) Preventing or detecting unlawful acts

OANH processes special category data in accordance with the following:

- UK GDPR Article 9(2)(g) – substantial public interest
- UK GDPR Article 9(2)(h) – health or social care purposes

The applicable conditions in Schedule 1 of the Data Protection Act 2018 are:

- (2) health or social care purposes
- (6) statutory and government purposes
- (8) equality of opportunity or treatment

The above processing is supported by the following legal frameworks:

- The Adoption and Children Act 2002 and associated regulations;
- The Children and Adoption Act 2006 and associated regulations;
- The Local Authority Social Services Act 1970;
- The Local Authority Adoption Service (England) Regulations 2003;
- The Adoption Agencies Regulations 2005;

and subordinate legislation and National Minimum Standards.

Who do we obtain your information from?

Much of the information OANH processes will be obtained directly from you.

OANH will also process information received from:

- The local authority in which you live
- Other local authorities you have had involvement with
- Other adoption agencies previously involved
- Disclosure and Barring Service
- Your GP and other health services
- Police and/or probation service
- Personal referees and members of your family
- Past and/or present employer
- Previous partners, where required
- Educational establishments and training providers

Who do we share your personal data with?

We routinely share personal information with:

- OANH staff
- Local authority staff
- Other local authorities
- Other adoption agencies we are liaising with in relation to family finding
- Disclosure and Barring Service
- Adoption Panel members
- Education establishments
- Employers
- Health services and GPs
- Link Maker (national platform for matching)
- External partners, voluntary agencies, and support providers, where necessary

Anonymised information is sent quarterly to the Adoption and Special Guardian Leadership Board (ASGLB) in order to monitor national trends in adoption provision.

How long do we keep your personal data for?

Case records for successful adopters are retained by the relevant local authority for 100 years from the date of the adoption order in line with the Disclosure of Adoption Information (Post-Commencement Adoptions) Regulations 2005, Regulation 6.

Case records are retained by the relevant local authorities for 10 years of prospective adopters when an application has concluded or been withdrawn.

What rights do you have over your data?

Under the UK GDPR data subjects have the following rights in relation to the processing of their personal data:

- To be informed about how we process your personal data. This notice fulfils this obligation
- To request access to your personal data that we hold, and be provided with a copy of it

- To request that your personal data is amended if inaccurate or incomplete
- To request that your personal data is erased where there is no compelling reason for its continued processing
- To request that the processing of your personal data is restricted
- To object to your personal data being processed

You can find more information about your rights at [Your data matters | ICO](#)

If you have any concerns about the way we have handled your personal data or would like any further information, then please contact your relevant local authority as detailed above. If you are unsure which local authority to contact, please contact City of York Council in the first instance.

If we cannot resolve your concerns, you may also wish to complain to the Information Commissioner's Office (the Data Protection Regulator) about the way in which OANH has handled your personal data. You can do so by contacting:

Phone: 0303 123 1113 or via their [live chat](#). Their normal opening hours are Monday to Friday between 9am and 5pm (excluding bank holidays). You can also report, enquire, register and raise complaints with the ICO using their web form on [Contact us | ICO](#)

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When appropriate we will provide a 'just in time' notice to cover any additional processing activities not mentioned in this document.