



Paramount Safeguarding
Specialist Safeguarding Support

Privacy Policy

Date: April 2024

Review Date: April 2025

At Paramount Safeguarding Ltd, your privacy is important to us, and any personal information will be kept confidentially and securely, adhering to Data Protection law and UK GDPR.

This policy sets out how we will protect your privacy and how your personal data will be collected, used, and stored appropriately.

About Us

Paramount Safeguarding Ltd. provides safeguarding support and therapeutic programmes for children and young people in schools, local authorities, and other organisations.

What Information is collected?

We may collect the following personal data:

- Personal Details – Name, Date of Birth, Address, Email Address, Mobile/Telephone Number
- Information regarding any needs, concerns, family history, school history
- Enhanced DBS and Children's Barred List checks for anyone working for or providing services to Paramount Safeguarding Ltd.

How do we collect information?

- Contact Form - when making an enquiry about our services via our website, email, or telephone
- Referral Form
- Parent/Carer Consent Form
- Evaluation Form
- Request for Training
- Request for Safeguarding Consultation
- Service Agreements
- When working for or providing services to Paramount Safeguarding Ltd.

Why do we collect information?

We collect personal information in order to tailor the services and support appropriately and for administration purposes.

Children's Data

Due to the therapeutic support offered to children and young people, we hold their personal information. Consent is given by parent/carer and/or the young person if Gillick competent.

Sensitive Data

Sensitive data may need to be collected due to the nature of the work provided by Paramount Safeguarding Ltd. This is in compliance with the Data Protection Act and UK GDPR.

Please see Safeguarding Policy for more information.

Cookies

We do not use cookies for collecting personal information and information is only collected on the website when enquiries are made using the contact form.

Storage and Security of Information

All records will be kept confidentially and limited to the service being provided. Information is kept securely on a digital system, which is restricted and only accessed by authorised persons.

You have the right to request access to your records and these are shared when requested.

Information Sharing

There are occasions when your information may need to be shared with other agencies, such as police, social care, school safeguarding teams, local authority, including:

- safeguarding risks to the client or others
- concerns regarding an individual's or agency's practice
- disclosures of any illegal activities

We may also be legally obliged to disclose your information for a police investigation or to a court of law.

Clients will be informed of any concerns that will be reported unless it would place the client at further risk when doing so.

Clients will be informed of how any personal data will be used and whom it may be shared with if required.

Consent

When using our website or by providing your information to us by any other means, you consent to us collecting and using information as set out in the policy.

If at any point you wish to stop communication with us, please contact us on info@paramountsafeguarding.co.uk