

My Story and Me Privacy Notice

1. Who we are

The Anna Freud Centre, in collaboration with UCL, University of Manchester, University of Oxford, Centre for Mental Health and Gendered Intelligence, is conducting a research project, *'My Story and Me'*, funded by the Public Health Research programme of the National Institute for Health Research. This notice informs you how we will use personal data collected for the purposes of conducting the research. 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 Susan Henry, 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 5 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 survey responses
- Your discussion responses (audio and/or video)

The UK GDPR basis for processing these data are performance of a task in the public interest (Article 6 (1)(e)), specifically research purposes (Article 9(2)(j)) and DPA (2018) Schedule 1 part 1 paragraph 4. This allows us to process your personal data for research purposes where appropriate care is taken to manage the data securely.

3. Who we share your data with

We are working with 5 organisations who will have access to your data as necessary to conduct their research tasks, 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, June 2022, 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. If you request a copy of the findings, we will retain your contact details for this purpose until these findings are shared, which we expect to be by December 2022.

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. You can do this until the end of the project (June 2022), unless you take part in an interview – here, you can only withdraw your data up to two weeks after the interview was conducted, because after this point your data will have been combined with all the other interview data and it will not be possible for us to remove any individual contribution from the analysis 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 research, 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 1/12/2021