Data Protection Privacy Statement - Tracking and monitoring of future destinations of young people

In order to deliver services to the citizens and communities in Bedford Borough, it is necessary for the Council to collect, gather and process personal data about residents, staff and other individuals. Bedford Borough Council is committed to protecting your personal data when you use its services and/or correspond with it.

The Council has registered as a Data Controller with the Information Commissioner's Office. This registration can be viewed on the ICO website (opens in a new window) Registration Number Z5916725.

As a Data Controller, the Council sets out the purposes and methods for processing information and ensures safeguards over any personal and special category information it processes.

The sections below explain the arrangements we have in place to protect the information entrusted to the Council.

In relation to To enable the council to carry out and conduct its statutory and core services in relation to the tracking and monitoring of future destinations of young people. Bedford Borough Council will process your personal data for the following processing purposes:

To monitor the intended destinations of all Year 11 pupils To ensure all Year 11 and 12 students have a guaranteed offer of learning for the start of an academic year To track the current destinations of all young people who are academic age 16-18, and to identify those who are not in any form of learning and who are Not in Education, Employment or Training (NEET), and consequently to offer careers advice and guidance to these young people where needed. To monitor Raising of the Participation Age (RPA

It is processing this personal data by virtue of the following Lawful

Basis: **Compliance with a legal obligation**

Personal data provided for To enable the council to carry out and conduct its statutory and core services in relation to the tracking and monitoring of future destinations of young people may be shared with, or obtained from the following organisations (in addition to any other disclosure required by a Court of Law or in response to a valid request by, normally, a law enforcement agency:

The school the pupil attended in Year 11 - in order to support and work in partnership with them with identifying destinations and those young people who may require ongoing support Local education and training providers - in order to support transitions to future learning.

The processing of your personal data will be restricted in time to:

Personal data will be stored for 5 years after the service is no longer available to a young person. This would be aged 23 and aged 30 for those with Special Educational Needs.

Your personal data will be held by/for the Council within the UK or the EU.

We have a range of measures to protect the personal data you provide. These include: cyber security; physical security of the Council's buildings and training on Data Protection for staff.

Bedford Borough Council is the Data Controller processing your information, who can be contacted as follows:

Information Governance
Bedford Borough Council
Borough Hall
Cauldwell Street
Bedford MK42 9AP
Email: dpo@bedford.gov.uk
Telephone: 01234 267422

If you wish to enquire about your rights as a data subject, whether you wish to request a copy of your own information that Bedford Borough Council holds, request for data portability; rectification or erasure of your data for any reason or objection to any processing, please contact the Council's GDPR Data Protection Officer email: dpo@bedford.gov.uk or send to the above address.

Alternatively, in the event that you remain dissatisfied with the way Bedford Borough Council has handled the processing of your information (i.e. after liaising with the Council to find a satisfactory solution), you have the right to contact the UK's Statutory Authority: The Information Commissioner's Office (ICO) who can be contacted by using the details displayed at the bottom of the page entitled Personal information and your rights | Bedford Borough Council on our website under the "Challenging the response" heading.

Changes to this Notice:

We keep this Privacy Notice under regular review; this Notice was last updated in August 2025.