

Privacy Notice

For Children and Young People

This Privacy Notice is a summary of (and not a substitute for) for our full Privacy Policy.

This page is about how the Police and Crime Commissioner North Wales uses and looks after the information we've got about you. We also explain your rights about the information we hold about you.

Who is the Police and Crime Commissioner?

The Police and Crime Commissioner is an individual who makes sure North Wales Police is doing a good job, they do this by listening and helping people in our communities.

What is personal data?

Your personal data is any information that can be used to identify you. This is the type of information that we hold about you. This could be things like your name or photo of you, it could even be things like your personal email address or your social media username.

There are some types of data we have to be extra careful with. These are known as special category data. This could be something like your sexual orientation, religion or ethnic origin. However, we'll only use the minimum amount of this personal information when necessary to prevent crimes and to uphold the law.

Why do we use your personal data?

The main reason we gather and use your personal data is to know who you are. This is so that we have all the information to help you. If you have asked for our assistance your personal data can help us to help you. We'll only use personal information when the law allows us to and where it is needed and reasonable for us to do so.

Whose personal data do we handle?

There are certain situations where we would process your information, these could be when you are:

- Part of a group who has won an award from the Police and Crime Commissioner
- A person making a complaint or asking a question
- A Victim or a witness of an incident

- A person suspected of committing an offence

We handle your personal information in many different ways, both electronically and paper based. For example, this can be in the form of paper case files, emails or photographs.

Can we use your personal data for anything?

No. Even though we have your personal data, this doesn't mean we can do what we want with it, we have to follow some rules. Sometimes we have to ask you if we can use it, and if you say no then we can't. You will need to be at least 13 years of age to give us your permission to share your personal data. If you are not, you need to ask a parent or a guardian to help you.

However, most of the time, we'll need to use your personal data to do our job and sometimes we can do this without asking you first, for example if you make a complaint, we can send it to North Wales Police to look at it. We would never share your personal data with anyone else unless you tell us we can, or we think that doing so will protect you from harm or the law tells us to.

How long do we keep your data?

We'll keep your personal data for as long as needed for our work. There are different rules for different types of data and we make sure we're following all the rules. A more detailed explanation can be found in the full Privacy Policy.

What can you do about the data we hold on you?

The law gives you 'rights' over the personal information we hold, this means you can:

- ask us how we gather and use your information
- ask for a copy of your information
- ask us to change your information, if you think it's incorrect
- ask us to delete your information where there is no reason in law for us to keep it
- ask us to stop using your information, if you have a specific reason

If you would like to ask us to do any of the above, you can email us on OPCC@northwales.police.uk.

Or write to us:

Data Protection Officer
Office of the Police and Crime Commissioner
Glan y Don
Colwyn Bay LL29 8AW

If you do ask us for any of the above, it can help to have an adult to help you as we may need to check your identity. Once you have asked us, the law says we have to get back to you within a month.

Contact information

If you feel that we're not handling your data correctly or are not following the rules, you can:

Email us: OPCC@northwales.police.uk

Write to us: Data Protection Officer
Office of the Police and Crime Commissioner
Glan y Don
Colwyn Bay LL29 8AW

You can also [make a complaint to the Information Commissioner's Office](#).

The table below is for staff that work for the Police and Crime Commissioner to keep a record of this document and to keep it up to date.

Title:	Privacy Notice for Children and Young People
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