

Privacy Notice for the Collection of list of schools and colleges working with Mental Health Support Teams

November 2022

Who we are

This work is being carried out by **The Mental Health Delivery Division** which is a part of the Department for Education (DfE). For the purpose of data protection legislation, the DfE is the data controller for the personal data processed as part of the Collection of the list of schools and colleges participating in the Mental Health Support Team (MHST) programme.

How we will use your information

We receive your personal data from the Mental Health Support Teams that work with you in your school or college. The aim for this project is so we can monitor the coverage of the MHST programme and know the number and percentage of schools and colleges that work with MHSTs.

The collection of contact details is to enable us to get in touch with schools and colleges, and specifically to ask them to complete our annual survey of their experiences of working with MHSTs as well as any follow-up from the survey. We may also share this information with the independent evaluators working on behalf of the programme with appropriate data sharing and confidentiality agreements in place.

The nature of your personal data we will be using

The categories of your personal data that we will be using for this project are:

- your full name,
- your work email address.

Why our use of your personal data is lawful

In order for our use of your personal data to be lawful, we need to meet one (or more) conditions in the data protection legislation. For the purpose of this project, the relevant condition is:

- Article 6(1)(e) UK GDPR, to perform a public task as part of our function as a department

Who we will make your personal data available to

For the purposes of this project, we may need to make your personal data available to other organisations, including our delivery partners and contracted research partners. We sometimes need to make personal data available to other organisations. Where we

need to share your personal data with others, we shall ensure that ensure that this data sharing complies with data protection legislation. For the purpose of this project this may include the following:

- Programme delivery partners – NHSE, Health Education England and OHID
- Independent evaluators

How long we will keep your personal data

The Department for Education will keep your personal data as part of the Collection of the list of schools and colleges participating in the Mental Health Support Team (MHST) programme for 3 years until the end of the Green Paper programme in March 2025. In March 2025 we will review whether the data needs be retained any longer.

Your data protection rights

More information about how the DfE handles personal information is published here: <https://www.gov.uk/government/organisations/department-for-education/about/personal-information-charter>

Under the Data Protection Act 2018, you are entitled to ask if we hold information relating to you and ask for a copy, by making a 'subject access request'.

For further information and how to request your data, please use the '[contact form](#)' in the Personal Information Charter at <https://www.gov.uk/government/organisations/department-for-education/about/personal-information-charter>

under the 'How to find out what personal information we hold about you' section.

If you need to contact us regarding any of the above, please do so via the DfE site at: <https://www.gov.uk/contact-dfe>.

Further information about your data protection rights appears on the Information Commissioner's website at: [Individual rights | ICO](#).

Last updated

We may need to update this privacy notice periodically, so we recommend that you revisit this information from time to time. This version was last updated on 16 November 2022.

Contact Info:

If you have any questions about how your personal information will be used, please contact us at <https://www.gov.uk/contact-dfe> and enter "The Collection of the list of schools and colleges participating in the Mental Health Support Team (MHST) programme" as a reference. For the Data Protection Officer (DPO) please contact us via [gov.uk](https://www.gov.uk) and mark it for the attention of the 'DPO'.