

Privacy Notice for Children

[Delete this after reading: Put this on practice letterhead or design a leaflet for this notice and put it on the practice website (where available). Give children who ask for data rights a printed copy.]

The practice keeps records of your name, address, date of birth, and any health problems, as well as details of your dental treatment and family. We keep this information to provide you with the best dental care. Your personal information is kept confidential and secure.

We only use your personal information to provide the best dental care and send you reminders.

We only pass your personal information to another dentist, doctor, or hospital if you have a problem that requires their special skills and need to see them. We will not give your information to anyone else unless the law allows us to, or we need to provide it for legal reasons.

If you leave the practice, we will stop using your information, but will keep it confidential and secure until you are 25 years old (or 26 years old if you were 17 when your last treatment ended), or for [11 years after the completion of treatment, whichever is longer].

We will then review if and when we can delete it. You can always ask for a copy of the information we hold for you; we can transfer it to another dentist or doctor at your request, and you can ask us to stop using your personal information to send letters or contact you in other ways if you are no longer a patient at the practice.

[We also use CCTV (cameras) for several important reasons:

- To keep the practice safe and protect our things
- To make sure everyone – patients, staff, and visitors – are safe
- To stop bad behaviour or crimes from happening
- To help find and catch people who might have broken the law
- To help in court if we need to show proof

The pictures and videos from the CCTV (cameras) are private. We make sure to protect everyone's rights and won't share them unless:

- The local police or courts ask for them to help with an investigation or catch someone doing something wrong.

When you reach 18, the Privacy Notice about how we process your personal information will change to the adult version. [This can be found on our website.]

If you would like a copy of the information we hold about you, or if you have any other enquiries, such as correcting an error in your information or providing a copy of your information to somebody else, please contact:

Charlotte Griffiths

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