

## Privacy Notice (How we use your information)

### National Child Measurement Programme

The National Child Measurement Programme (NCMP) also known as the school height and weight checks, is a mandated annual programme delivered by local authorities and locally commissioned health providers. It involves measuring the height and weight of all school children in Reception and Year 6. The information collected helps to build an understanding of how children are growing so they and their families can get the best possible advice and support.

In Kirklees, the NCMP is delivered by [Locala](#) who are commissioned by the Council's Public Health Team. The Public Health Team's role is to ensure that the NCMP is delivered locally by a suitable provider in accordance with the [national guidance](#) issued by the Department of Health and Social Care (DHSC).

The Locala 0-19 Service undertake the measurements in schools and collect information which is then stored on the local child health record on the NHS's child health information database and shared with their GP. The information collected by Locala is sent to NHS England via the NCMP IT System provided by NHS England. You can read more about how Locala collects, stores and uses your child's information at the following link [Locala Privacy Notice](#).

Kirklees Council's Public Health Team access, download and verify information collected by Locala via the NCMP IT system provided by NHS England.

This privacy notice is for anyone whose child is measured as part of the NCMP in Kirklees. It describes how we collect and use your child's personal information from the NCMP.

### The categories of information that we collect, process, hold and share include:

- Your child's height, weight, age, sex, and date of birth are collected to calculate their weight category (also known as child body mass index).
- Your child's ethnicity and address are collected to monitor differences in child growth and weight between ethnic groups, where children live and their backgrounds.
- Your child's name, date of birth and NHS number are collected to link their measurements from reception and year 6 to other information from health and education records held by NHS England, the Department of Health and Social Care and the Department for Education, where it is legal to do so.

### Why we collect and hold this information

We use this personal data in order to:

- Fulfil our statutory duty to submit this data annually to NHS England, via the NCMP IT system.
- Plan local services to promote healthier growth in children.
- Evaluate and improve performance of the NCMP locally.
- Derive statistics at a population level which inform decisions about future delivery of service.
- Use the information for local analysis from Reception to Year 6.

**Important:** Your child will not be identified in any published statistics or reports.

## The lawful basis on which we use this information

Under Article 6 of the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

- 6(1)(c) We have a legal obligation.

These legal bases are underpinned by acts of legislation that dictate what actions can and should be taken by local authorities. This includes, but may not be limited to:

- Health and Social Care Act 2015.

## Special category data

In order to do this work, we also need to collect some special category data. This is personal data that needs more protection because it is sensitive. Under Article 9 of the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing special category information are:

- 9(2)(g) Reasons of substantial public interest (with a basis in law).
- 9(2)(i) Public health (with a basis in law).

## How we store your personal information

Your information is safely stored on Kirklees Council's secure network drives.

This data is kept for only as long as is needed to enable trend analysis, for example ten years, after which time it is then safely disposed of by manual deletion.

## Who we may share your information with

We may sometimes share the information we have collected about you where it is necessary, lawful and fair to do so. In each case we will only share the minimum amount of information, only when required, for the following reasons:

- To safeguard vulnerable children and young people;

Date completed: V1 07/10/2025

- To develop national policies;
- To manage local authority performance;
- To administer and allocate funding;
- To identify and encourage good practice.

We may share this information with:

- Other services within Kirklees Council e.g. schools, who receive anonymised school level feedback about NCMP.
- National government department e.g. Department for Health and Social Care; Department for Education
- Other partners such as health partners and universities.

We do not share personal information about you or your child with anyone else without consent unless the law and our policies allow us to do so.

## Your data protection rights

Under data protection law, you have a number of rights, including the right to have your records rectified and the right to ask for access to all the information the Council holds about you. These rights are listed in more detail on Kirklees Council's [Data protection rights](#) page.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at [Data.protection@kirklees.gov.uk](mailto:Data.protection@kirklees.gov.uk) if you wish to make a request.

## Further information

If you would like further information about how we manage your data, please see the [Kirklees Council privacy notice](#).

If you would like further information about this privacy notice, please contact: [businessadmin.ph@kirklees.gov.uk](mailto:businessadmin.ph@kirklees.gov.uk)

If you have any worries or questions about how your personal data is handled, please contact the Data Protection Officer at [DPO@kirklees.gov.uk](mailto:DPO@kirklees.gov.uk) or by ringing 01484 221000.

You can also complain to the Information Commissioners Office (ICO) if you are unhappy with how we have used your data. You can contact the ICO via the "[Contact us' page on their website](#)", or by ringing 0303 123 1113.