



### **Who are we?**

The Parent Carers' Council (PaCC) is the forum representing parent carers of children or young people with any special educational need or disability (SEND) including learning disabilities, mental health need, physical disabilities, complex health needs or other additional needs across Brighton and Hove.

PaCC is hosted by Amaze, a charity (registered charity number 1078094) established in 1997 that offers information, advice and support to families of children and young people with special educational needs or disabilities, across Sussex. Amaze provides administration, financial, strategic, HR and IT support to the project, including the processing of personal information on behalf of PaCC.

### **What are we going to do with your information?**

PaCC and Amaze takes your privacy seriously. We will only use your personal information to provide services or information to you, or to create anonymised data for general reporting and statistical purposes. We will ask for your consent to store your personal information (securely, under data protection legislation) and you may give this consent verbally or in writing. You have the right to withdraw this consent at any time. You can ask us to delete your personal information at any time.

### **Will we share your information with anyone else?**

No. Unless we have your permission to do so, we won't share your personal information with any organisations or individuals outside of Amaze. The only exception would be where a failure to share your personal information would lead to a risk of significant harm to you or others.

### **Can you see the information we hold about you?**

Yes, you can ask to see the personal information that PaCC and Amaze holds about you, and can choose to receive that personal information in paper or electronic form. You have the right to ask us to correct any inaccuracies in the personal information that we hold about you and you can also choose to reuse your personal information for your own use, e.g. give it to another organisation.

### **What about our website?**

PaCC operates the website [www.paccbrighton.org.uk](http://www.paccbrighton.org.uk) and at the bottom of the homepage there is a link to the privacy statement that applies to the PaCC and Amaze websites. This will tell you what information PaCC and Amaze gathers from visitors to our websites, and what we do with it.

### **How can you get in touch with us?**

If you would like to know more how we look after your personal information, or would like to request a copy of the personal information that we hold about you, you can contact us in the following ways:

**phone:** 01273 234862

**email:** [admin@paccbrighton.org.uk](mailto:admin@paccbrighton.org.uk)

**post:** PaCC, c/o Amaze, Community Base, 113 Queens Road, Brighton, BN1 3XG