

Covid 19 Lateral Flow Testing Privacy Notice

This privacy notice explains how Southend on Sea Borough Council (SBC), will collect, use, share and protect personal data specifically regarding the Corona Virus lateral flow test booking taking place during the Covid-19 (Coronavirus) Pandemic.

The privacy notice below explains how we use information collected from you in order to book a lateral flow test and how we protect your privacy.

What personal information do we collect?

The information we collect about you for the lateral flow test booking will be via an online form on the MySouthend website or via telephone.

The individual booking the test will need to supply the following information:

To confirm identity at the appointment

- First name
- Last name
- Date of birth
- Gender
- Address

To make the booking:

- Email address

For test and trace purposes:

- Mobile telephone number

Appointments will be booked using Southend on Sea Borough Council's MySouthend platform and Commisceo will be providing appointments for SBC residents so that a lateral flow test can be carried out.

Why we need your personal information, how much we will collect, on what basis are we allowed to and who we may share it with

The information you provide to us will enable us to be able to book a test with Commisceo for you. By providing your information to book the test you will be giving us permission to share the information with Commisceo so that the test can be carried out by them.

Information that will be shared with Commisceo will be limited to what we need, to be able to provide the service required.

How long do we keep your personal information?

The information collected will be retained for as long as we need it to provide the test booking service and no longer than is necessary. It will then be erased securely and in line with each organisation's retention processes and protocols.

You can view the Council's main privacy notice at

<https://www.southend.gov.uk/privacynotice>