

Sunderland Care and Support

Privacy Notice - Easy Read

APRIL 2026

Privacy Notice

Your information and how we use it

Sunderland Care and Support

Sunderland Care and Support collects information about you so we can give you the best care.

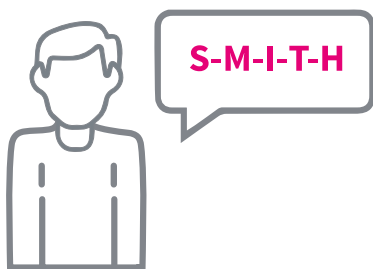


We keep your information confidential. This means keeping information about you private between you and our staff team.



We collect information about you and your care and support needs.

We collect information about:



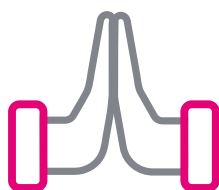
Your name and address



Contact information about your next of kin.
This is a close relative or friend.



Your health needs.



Religious beliefs.



Your race or culture.



Some information about the money you have.



Information you share to help us to look after you the way you want.

How we use your information to give you better support

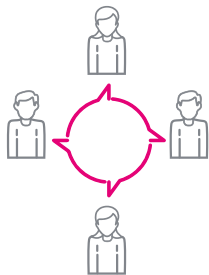


We can find out what you need and what we can do to help you.



We can help protect you from abuse.

Sometimes we share your information

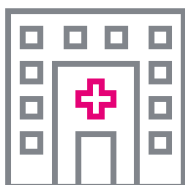


Sometimes we need to share information with others to help us work together to support you.

We might share your information with:



GPs.



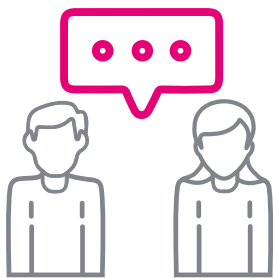
Health Service.



Local Authorities.



Fire Services.



We also get information from others on how to support you.



We keep this information safe too.



Sometimes we need to share information with others to help us work together to support you.

When we must share information



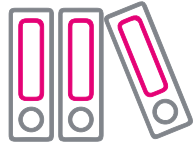
We may need to do this if someone could be hurt or if the law says we have to do this.



We will only share the information about that we need to.



People we give your information to need to keep it safe too.



The law says that we need to keep some information about you to show that we are giving you good care.



We train our staff on how to keep your information safe.



We will only keep information as long as we need to and then get rid of it properly.



Staff only look at the information they need to do their job.



Staff have to follow the rules about looking after your information.



You can ask us what information we have on you and why we are keeping this information.



You can have this information in easy read.



You have the right to see the personal information we have on you.



If you are not happy with the information we have you can contact us.



You can also contact the Information Commissioners office on:
<https://ico.org.uk/concerns/>

The Information Commissioners are a team of people who make sure organisations look after information in the right way.

Sunderland Care and Support

Privacy Notice - Easy Read

APRIL 2026