

Privacy Notice

COVID-19 Test & Trace

As Ipswich Borough Council (IBC) venues begin to re-open to the public all visitors are required to provide us with their contact details before they visit. We will ask you for your name, address, telephone number and email address.

Why do you need my contact details?

IBC is working closely with public health agencies to help contain and reduce the spread of COVID-19 and minimise the risk of a second wave of infection.

If a visitor to one of our venues later tests positive for COVID-19 we will be alerted by the NHS Test and Trace service and asked to provide the contact details of anyone else who was in the venue at the same time or later that day.

If a local outbreak is identified, our Environmental Health Officers will work with the Suffolk COVID Response Team to quickly arrange for testing of anyone known to have been in the area at the time.

Who will you give my details to?

We will only share your contact details with one of the following agencies if you, a member of your party or a visitor with whom you may have come into contact with tests positive for COVID-19

- NHS Test and Trace Service
- Public Health England
- Suffolk COVID Response Team
- IBC Environmental Health Officers

Do you need my permission to share my details?

No. Data Protection Laws allow us to process and share your information without your consent when there is a substantial public interest to do so, but we must make sure that we are doing this lawfully and safely.

How long will you keep my contact details?

We will keep the details you supply for contact tracing for 21 days before securely destroying the information. If you choose to sign up for an account or opt in to receive information about our services we will keep and use the information you provide for that purpose in line with your preferences.

What if I have any questions?

Information about how Ipswich Borough Council protects your information and what your legal rights are is available on our website at www.ipswich.gov.uk/privacy.

Our Data Protection Officer can be contacted by email to dataprotection@ipswich.gov.uk, by telephoning 01473 433506, or by writing to the Data Protection Officer, Ipswich Borough Council, Grafton House, 17-19 Russell Road, Ipswich IP1 2DE.