

Test and Trace system – Privacy Notice

This Notice should be read in conjunction with the Council's general Privacy Notice: [Your privacy | Shropshire Council](#)

This Notice provides additional detail relating to the processing of Personal Data in relation to the provision of the Test and Trace Service.

Details of information obtained from third parties?

For the purposes of the Test and Trace function we receive information from Public Health England, Schools, Care Homes, your employer and organizations or people that you may have visited recently.

How is your information used?

Under and in accordance with the current Control Of Patient Information Notice issued by the Secretary of Health to combat the current Covid outbreak. We are using information to support the local test and trace function for the protection of public health.

We may use your information to identify possible exposure to Covid 19 so that we can

- Provide support if required
- Identify possible contacts that may require testing for Covid 19
- Identify locations that may have been visited to identify people that may require testing for Covid 19
- Support the NHS Test and Trace system to quickly identify those at risk from infection so as to support them and minimise further spread.
- NHS Test and Trace will ask for these records only where it is necessary, either because someone who has tested positive for COVID-19 has named these premises as a place they visited recently, or because these premises have been identified as the location of a potential local outbreak of COVID-19.
- NHS Test and Trace will work with you, if contacted, to ensure that information is shared in a safe and secure way.

Research and statistics

Anonymised and pseudonymised data may be used for research & statistical purposes. Any data collected may be used for research and statistical purposes that are relevant and compatible with the purpose that the data was collected for.

Who has access to your information?

We may share your information with the following third parties for the reasons detailed;

- Local Test and Trace partners involved in the local Test and Trace function, for the purposes of public safety

- Internal local authority departments involved in providing support or helping to carry out the Test and Trace function.
- NHS both National and local involved in the Test and Trace function

We will not sell or rent your information to third parties. We will not share your information with third parties for marketing purposes.

What are your rights in relation the personal data we process?

Please refer to the main notice for this information.

How long will we keep your information for?

We keep and dispose of all records in line with our corporate retention schedule. We will comply with Data Protection legislation in regards to how long we keep your data.

What security precautions in place to protect the loss, misuse or alteration of your information?

We are strongly committed to data security and will take reasonable and appropriate steps to protect your personal information from unauthorised access, loss, misuse, alteration or corruption. We have put in place physical, electronic, and managerial procedures to safeguard the information you provide to us. However, we cannot guarantee the security of any information you transmit to us. We recommend that you take every precaution to protect your personal information.

Keeping your data up to date

We want to ensure any information we hold is accurate. You can help us by promptly informing us of any changes to the information we hold about you.

Complaints and concerns about the handling of your personal information:

Please refer to the main notice for this detail.

This Notice was last updated on:

October 2025