

## **Privacy Notice**

This Privacy notice sets out how The Friends of Red Hill Primary School Association uses and protects any information that you give the The Friends of Red Hill Primary School Association when you become a Member or sign up for any events or activities organised by the Committee.

The Friends of Red Hill Primary School Association is committed to ensuring that your privacy is protected. Any data supplied to The Friends of Red Hill Primary School Association will only be used in accordance with this privacy notice.

## What we Collect:

We may collect the following data:

- Name;
- Contact information including email addresses, work/home addresses and telephone numbers;
- Other information which enables us to run services or events effectively for all parties.

## **Controlling Your Personal Information**

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure we have put in place suitable procedures to safeguard and secure any information that we collect. Data is only held for as long as it is required, after which it will be securely destroyed.

We will not sell, distribute or lease your personal information to third parties unless we have permission or are required by law to do so.

You may request details of the information that is held about you at any time by e-mailing <a href="mailto:friendsofredhill@gmail.com">friendsofredhill@gmail.com</a>.

We may change this policy from time to time; any changes will be updated on the Friends of Red Hill School (PTA) web page within the Parents section of the Red Hill Primary School website.

This Policy is effective from May 2018 and is in accordance with the General Data Protection Regulations (GDPR) which comes into effect on 25<sup>th</sup> May 2018.