

STRATHPEFFER COMMUNITY DEVELOPMENT TRUST LTD

GDPR: On 25th May 2018, a new European Union (EU) data protection law, the General Data Protection Regulation (GDPR), took effect. The GDPR gives individuals in the EU more control over how their data is used and places certain obligations on businesses that process information of those individuals.

The regulation contains 6 principles

- Personal data should be processed fairly, lawfully and in a transparent manner.
- Data should be obtained for specified and lawful purposes and not further processed in a manner that is incompatible with those purposes.
- The data should be adequate, relevant and not excessive.
- The data should be accurate and where necessary kept up to date.
- Data should not be kept for longer than necessary.
- Data should be kept secure.

What information do we collect?

We hold contact details and correspondence addresses as part of the booking process for classes, workshops and events within the centre.

We hold details for those who are the main contact for regular user groups or for bookings who wish to be invoiced.

We hold details and correspondence addresses for those who are registered Members of the Trust.

How do we use the information?

We use the data to improve and develop our services.

We also use it to communicate directly with you.

How is the information shared?

Personal information is not shared without the consent of the individual, it is held within the centre and is not sold on to other companies.

Non personal information may be collated to measure and improve services provided.

How do we manage or delete information?

We store the data on our computers and tkh cloud storage, as long as is necessary to provide products and services applicable to you.

Information associated with accounts will be kept until the account is no longer required and deleted.

You can request removal of information and accounts with us at any time.

Written information, in paper format, of a personal nature will be shredded before being disposed of.

How do we respond to legal requests?

We may share your information in response to verified legal requests, (e.g. court orders/search warrants), if we have good faith the law requires us to.

We may retain information from accounts disabled due to violation of terms, for the term of one year to prevent repeat violation.

How to contact us

Email: info@strathpeffercommunitycentre.org.uk

Telephone: 01997 421989 Mobile: 07513 287827

Write: Strathpeffer Community Centre, School Road, Strathpeffer, Ross-shire, IV14 9AG.