City of Sanctuary UK

Privacy Notice - Your Personal Data

What we need

City of Sanctuary UK will be what's known as the 'controller' of the personal data you provide to us. We only collect personal data about you that is necessary. This may include your name, phone number, email etc. Details of the different types of data we collect are outlined in our Data Protection policy.

We may also take your photo if we have your consent to do so.

Why we need it

We collect personal data for different purposes such as sending you our newsletter, if you ask to be on our mailing list. The different types of data and the reasons why we collect it are outlined in our Data Protection policy. We will not collect any personal data from you that we do not need. We collect data with your consent or where we have a legitimate interest to do so (and in ways you would reasonably expect where that is the case).

We are legally required to keep a list of members.

What we do with it

All the personal data we process is processed by our staff in the UK. However, for the purposes of IT hosting and maintenance, this information is located on servers both within and outside the European Union. Some data is processed through processors outside the UK and EU but each is considered in a Transfer Risk Assessment.

Data provided may be shared with local CoS groups and partners for the purpose of organising an event or as part of an awards appraisal, with consent. No other third parties have access to your personal data unless the law allows them to do so or where we are required to share information in cases relating to the safeguarding of children and individuals (as outlined in the GDPR).

We have a Data Protection regime in place to oversee the effective and secure processing of your personal data. Please contact us for more information about this.

We do not use automated individual decision-making or profiling.

City of Sanctuary UK

How long we keep it

The information we use for marketing purposes will be kept until you notify us that you no longer wish to receive this information or no longer wish for your data to be held. Other types of data are kept for varying lengths of time, depending on the type of data and relevant legal requirements. Please contact us for more information about our retention schedule.

We reserve the right to remove you from any mailing list.

What are your rights?

You have the right to:

- be informed about the collection and use of your data
- access a copy of your data that we hold
- have inaccurate data rectified
- have your personal data erased
- restrict the processing of your data
- object to the processing of your data

If at any point you believe the information we process on you is incorrect, you can request to see this information and have it corrected or deleted. If you wish to raise a complaint on how we have handled your personal data, please contact us. If you are not satisfied with our response or believe we are processing your personal data not in accordance with the law, you can complain to the Information Commissioner's Office (ICO).

Contact

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