Stoke Park Community Group

# GDPR Policy and Privacy Notice

V1.0 Updated October 2022

By providing your personal data through the form on the website; or in person you are providing consent for us to store and use your personal data in line with this policy.

Our contact details are:

Stoke Park Community Group; [stokeparkgroup@gmail.com](mailto:stokeparkgroup@gmail.com); <http://www.stoke-park.co.uk>

The personal data we will hold about you is limited to:

Name; Email Address; Phone Number

In respect of General Data Protection Regulations (GDPR), this statement is to confirm that we only use the personal data that you give us to communicate with you in the course of pursuing the objectives of the Stoke Park Community Group, as set out in our Constitution. Specifically:

1. We will process all personal data fairly and lawfully.
2. We will only process personal data for specified purposes.
3. We will endeavour to hold relevant and accurate personal data, and where practical, we will keep it up to date.
4. We will not keep personal data for longer than is necessary.
5. We will keep all personal data secure.
6. Your data will not be transferred to third parties without your express permission to do so and will only be available to members of the group’s Committee.
7. You have the right to withdraw your consent and request the removal of your personal data from our records.

Your data will be retained in our records for up to two years following your last attendance at a volunteer session or group meeting.

If you should wish to remove your details from our mailing list at any time, we would be sad to see you go. However, you can opt out at any time by sending an email to [stokeparkgroup@gmail.com](mailto:stokeparkgroup@gmail.com) with the subject line “Remove My Details”.