

The Watercress Way

Registered Charity Number 1167675



Privacy Policy

1. INTRODUCTION

The Watercress Way is committed to protecting your privacy and security. This policy explains how and why we use your personal data, to ensure you remain informed and in control of your information.

From February 2018 The Watercress Way will ask its supporters to register as Friends of the Line. This will replace the previous system and is in line with General Data Protection Regulation which comes into effect in May 2018. All previous data will be deleted. Signing up as a Friend of the Line means that you agree to receive our newsletters and communications by email. Friends of the Line must be over 18 years of age.

You can stop receiving the newsletter at any time by emailing to info@thewatercressway.org.uk or by using the unsubscribe button on the newsletter. Your data will be deleted from our database. We will **never** sell your personal data, and will never share it with any other organisations.

Any questions you have in relation to this policy or how we use your personal data should be sent to info@thewatercressway.org.uk

ABOUT US

Your personal data (i.e. any information which identifies you, or which can be identified as relating to you personally) will be collected and used by **The Watercress Way** (charity no. **1167675**) solely to send newsletters related to the development and use of The Watercress Way.

The Watercress Way's registered address is 31 Grange Rd Alresford, SO24 9HB.

The Chairman of The Watercress Way is the **Data Controller** and the Secretary is the **Data Protection Officer**.

2. WHAT INFORMATION WE COLLECT

Personal data you provide

We collect data you provide to us. This includes information you give when joining, donating or registering. For Friends of The Line this is solely your name and email address. We will retain this information in a database to enable circulation of our newsletter.

If you wish to become a Watercress Way Volunteer and participate in physical activity related to the maintenance of The Watercress Way we will require further information for Health and Safety requirements and to complete risk assessments.

For example:

- personal details (name, date of birth, email, address, telephone etc.)
- any health issues which may restrict your participation in physical activities

The Watercress Way (charity no. **1167675**)

Adopted at Trustees meeting 24 May 2018

This data will be used by The Watercress Way solely for the activity that you have volunteered to participate in and will not be used by any third party. This data will only be retained for the time necessary related to legal and insurance purposes after which it will be deleted.

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Adopted at Trustees meeting 24 May 2018