

## **Our Privacy Policy has been updated to reflect our compliance with the EU General Data Protection Regulation (GDPR).**

### What data is being collected?

We collect personal data about you which includes your name and address, and may include your email address and phone number.

### What is the Legal Basis for processing the data?

The GDPR gives six possible reasons for an organisation collecting and storing personal data. Under Article 6(1)(f), Hastings Community of Sanctuary has identified *Legitimate Interests* as the legal basis for storing your data. This means that we believe that retaining and processing your data is necessary for the purposes of the legitimate interests pursued by us, the data controller.

### Why do we need your data?

We need to have your personal data in order to keep a record of people who have signed our Pledge, and to provide you with information about our activities through our newsletter. We will not collect any data from you or about you that we do not need, and you are not required to submit your contact information in order to sign the Pledge.

### Who is in control of protecting your data?

Hastings Community of Sanctuary will be the 'data controller' of the personal data you give us. That means we take responsibility for ensuring your data is secure and protected at all times, and for processing it.

### How do we handle your data?

All the personal data we collect is processed by our staff in the UK. For the purposes of IT hosting and maintenance, this information is located on servers both within and outside the European Union. No third parties have access to your personal data unless the law allows them to do so. We have a data protection system in place to oversee the effective and secure processing of your personal data. Please contact us if you wish for more information about this system.

## How long will we keep your data for?

We will keep your personal data for only as long as we need to. In the case of subscribers to our newsletter, the list is kept for three years. After three years, you will be contacted to ensure that you wish to continue receiving information from us.

## Your rights

If at any point you believe the information we hold and process on you is incorrect, you can request to see it and request to have it corrected. You can also request have your information fully removed from our systems, or to just unsubscribe from our newsletter mailing list at any point by contacting us. 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 not processing your personal data in accordance with the law, you can complain to the Information Commissioner's Office (ICO).