

## **St Mary's Eltham Community Centres Association Notice on General Data Protection Regulations Policy which cover data privacy**

St Mary's is committed to protecting personal information. Our GDPR policy describes the personal information that we collect and hold from members and other parties interested in our activities.

We will collect and hold basic personal details such as names, addresses, email addresses, telephone numbers and payment and purchasing records. For staff and volunteers and our Affiliated groups we will include names in some photographs on our website and on social media.

The information is maintained in order to deliver our normal activities and to inform members and supporters of our events. Member contact information may be shared amongst the staff and Board members who will have access to all personal information held in order to manage our activities effectively. We will not share personal information with third parties.

We will maintain reasonable security policies in order to protect unauthorised access to or disclosure of personal information.

Individuals have the right to request a copy of the personal information that we hold in a Subject Access Request. Simply write to us at [admin@stmarys-eltham.co.uk](mailto:admin@stmarys-eltham.co.uk) and we will respond promptly once we have confirmed your identity.