The Alde and Ore Association

Privacy Policy

Preservation of your privacy is important to the Alde and Ore Association and we are committed to letting you know how we use your personal information and to making only responsible use of your data. This Privacy Policy exists so that you feel confident about the privacy and security of your personal information. We take protecting your privacy very seriously and will always take all reasonable steps within our power to make sure your information is safe.

References to "we", "us", or "our" in this Privacy Policy are references to the Alde and Ore Association, a charity registered in England and Wales, registered charity number: 1154583.

1. Information about you

We will collect personal information from you when you or your organisation register as a member. This includes your name, title, email address, physical address and telephone numbers.

2. Our use of this information

Any personal information we collect from you will be used in accordance with the General Data Protection Regulation and other applicable laws.

Your personal information will only be used to process your requests, to provide you with our newsletters, AGM documentation and other information we think you may be interested in. We also need it to comply with legal requirements, which include maintaining a register of members and their addresses as required for all Charitable Incorporated Organisations.

We will not share your information with anyone except where required by law, for example the HM Revenue & Customs (HMRC) or Charities Commission.

3. Security

We will take reasonable precautions to prevent the loss, misuse or alteration of information you give us. Communications with you may be sent by e-mail. For ease of use and compatibility, communications, will not be sent in an encrypted form. E-mail unless encrypted is not a fully secure means of communication. Whilst we endeavour to keep our systems and communications protected against viruses and other harmful effects we cannot bear responsibility for all communications being virus-free

4. Other information

If you would like us to correct or update any information referred to in Section 1, please email us at <u>info@aldeandore.org</u> or use the Change of Contact Details form under Membership on the Association's website.

This privacy policy may be updated from time to time, so please check it periodically.

Links within our sites to other websites are not covered by this privacy policy.