

## PRIVACY STATEMENT:

SVFC take the protection of the data that we hold about you as a member seriously and will ensure that the data you provide is processed in accordance with data protection legislation.

Please read the privacy policy below carefully to see how SVFC will treat the personal information that you provide to us.

## Shavington Village Festival Committee (SVFC) Privacy Policy.

### 1. Identity and contact details of the data controller

**Name:** Lesley Smith

**Address:** 55 Hall O'Shaw Street, Crewe, CW1 4AE

**Email:** [janicelesleymith@gmail.com](mailto:janicelesleymith@gmail.com)

**Telephone number:** 01270 257947

### 2. What Information do we collect?

Members' and supporters' contact details and addresses, telephone numbers, dates of birth, gender and medical information, so that we can communicate with them when necessary. Photographs of members and supporters.

### 3. How do we collect Personal Data?

We use a variety of sources including: -

Information about you that you give to us by entering information on our membership form, via our websites or our social media pages or by corresponding with us by phone, email or otherwise.

### 4. How will your information be used?

to correspond and communicate with you or your next of kin. Your photographs may be used for SVFC publicity or advertising.

### 5. Who receives your information

Designated members and organisations affiliated with SVFC.

### 6. Where your information is stored and how it is kept secure

On secure computer systems, and in some cases in hard form locked in secure storage.

### 7. How long your information will be held

We do not retain Personal Data in an identifiable format for longer than is necessary.

## Your rights as a Data Subject

### 8. Accessing your Personal Data

You have the right to ask for a copy of the information that we hold about you by emailing or writing to us at the address in paragraph 1 of this privacy notice. We may not provide you with a copy of your Personal Data if this concerns other individuals or we have another lawful reason to withhold that information.

## **9. Correcting and updating your Personal Data**

The accuracy of your personal data is important to us. If you change your name or address/email address, or you discover that any of the other information we hold is inaccurate or out of date, please let us know by contacting us.

## **10. Withdrawing your consent**

Where we rely on your consent as the legal basis for processing your Personal Data, as set out under in paragraph 4 above, should you wish to withdraw your consent, you may do so by contacting us using the details in paragraph 1 of the privacy notice.

## **11. Erasing your Personal Data or restricting its processing**

In certain circumstances, you may ask for your Personal Data to be removed from our systems by emailing or writing to us at the address in paragraph 1 of this privacy notice. Unless there is a reason that the law allows us to use your Personal Data for longer, we will make reasonable efforts to comply with your request.