

PRIVACY NOTICE

We keep records of personal information about you. This includes your contact details, information you have shared with us and details of the responses you have shared with us. We keep this information so that we develop services that best support your needs.

We will only share your personal information with third parties if you give us authorisation (for a specific organisation).

We do not share any of your personal information with third parties without your consent.

We will keep your personal information for a period of three years since your last contact with us, or until you ask us to stop storing your information. After this time, or if you ask us to, we will securely destroy all your personal information we hold.

We take videos, audio recordings and photographs at our events to use in our publicity materials and store them in an archive. Your image and/or voice may be visible/audible in the recordings and photographs. The images and footage may be used for press/news releases, promotional information, for training purposes, on our websites and social media channels (including, but not limited to, Facebook, Twitter, Flickr and YouTube). Please indicate to us if you do not wish your image/voice to be recorded at an event.

You can withdraw your consent at any time by writing to us at info@wern.org.uk or calling 01275 333701. You can also say if you would not like your personal information or image used for a specific purpose, for example on social media or in the local press.

The legal bit: We store and manage your personal information with your explicit consent.

If you need any more information about how we will use and store your personal information/images/recordings, or if you would like to make a complaint about how your information, image or voice has been used or stored please contact our Executive Director at info@wern.org.uk or 01275 333701.

If you are not happy with our response you can contact the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF or visit their website on ico.org.uk/concerns

