Friends of St Peter's School East Grinstead Privacy Statement

From 25th May 2018, a change in Government legislation regarding data protection takes place. This protection is called The General Data Protection Regulation (GDPR). It provides an update to the Data Protection Act and brings in new requirements and all organisations must comply.

Friends of St Peter's (FOSP) collects personal data about parents, pupils, suppliers and 100 club members to help with the running of fundraising events to benefit the school. We work hard to secure your data, process it securely, update it regularly, ensure we don't collect more than is necessary and use it only for the purpose for which it was collected. FOSP do not sell on any of your personal data to any other organisation.

FOSP holds information about you, including name, email address, address, telephone number. In addition, FOSP may hold the name of your child for the reasons listed below.

In addition to passing data to St Peters Catholic Primary School on some occasions, the use of your data will include the following activities:

Fundraising Communications

- sending information regarding fundraising events, including requests for volunteers or reminders about upcoming events.

- sending information regarding the sale of second hand uniform.

We will seek separate consent for any fundraising communications and you may opt out or in at any time.

After School event organisation

- we will obtain your name, email, telephone number as well as the name of your child.
- we will share this data with with the school to ensure that the relevant children from each class are kept back at the end of the school day to attend the event.
- we will share this data with the volunteers who are running the event, to enable them to verify attendance and confirm who is authorised to collect each child at the end of the event.

All data collected for this purpose is deleted (electronic) or destroyed (paper copies) after the completion of the event.

100 Club Membership

- processing of 100 club membership forms and payments. Data held includes names, email addresses, addresses, telephone numbers and bank details.
- we will share data with the small number of selected committee members who oversee the running and administration of the 100 club.

All data in electronic or paper format is deleted as soon as membership of the 100 club is terminated.