



Privacy Policy

When you hire The Old Library Stainland, the information you provide (personal information such as name, address, email address, phone number) will be processed and stored so that it is possible to contact you and respond to your correspondence, provide information, send invoices and receipts relating to your hire agreement. Your personal information will not be shared with any third party without your prior consent.

The Charity's Right to Process Information GDPR Article 6 (1) (a) (b) and (c) (Data Protection Act 2018): Processing is with consent of the data subject or Processing is necessary for compliance with a legal obligation or Processing is necessary for the performance of a contract with the data subject or to take steps to enter into a contract.

SDCC makes sure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical measures and relevant policies. SDCC will only keep your data for the purpose it was collected for and only for as long as is necessary. After which it will be deleted.

Your Rights Access to Information: You have the right to request access to the information we have on you. You can do this by contacting our Data Information Officer by emailing stainlandcommunity@yahoo.com, with '**Data**' in the subject.

Information Correction: If you believe that the information we have about you is incorrect, you may contact us so that we can update it and keep your data accurate.

If you wish SDCC to delete the information about you, please contact: stainlandcommunity@yahoo.com with '**delete information**' in the subject.

Right to Object - If you believe that your data is not being processed for the purpose it has been collected for, you may object: Please send an email to the above email address.

To Sum Up - In accordance with the law, SDCC only collects a limited amount of information about you that is necessary for correspondence, information and service provision. SDCC does not use profiling, it does not sell or pass your data to third parties. SDCC does not use your data for purposes other than those specified and makes sure your data is stored securely, all information deemed to be no longer necessary is deleted and the Privacy Policies are kept up to date in protecting your data. Complaints If you have a complaint regarding the way your personal data has been processed you may make a complaint to Stainlandcommunity@yahoo.com with '**Information Officer**' in the subject.