

Chilworth Village Hall



Data Privacy Policy

The law, with regard to the holding of a person's personal data, has changed and the new rules called The General Data Protection Regulations came into force in May 2018.

The main differences to current data protection legislation are as follows:

- Organisations require permission from each client and volunteer to hold their data such as name, phone number, address, etc. and to inform all clients and volunteers of their rights and tell them what is done with their data
- Organisations need to keep this data stored safely so that a third party cannot access it
- Organisations must not pass on a client or volunteer's data to a third party without the express permission of that party
- Organisations must delete a client or volunteer's data if that client or volunteer requests it or the client or volunteer is no longer involved with the organisation

Chilworth Village Hall takes the holding of personal data very seriously.

We undertake to:

- Store all data securely (in a locked box, cupboard, cabinet or password protected computer)
- Never pass on any data to any outside organisation unless given explicit permission or in a medical emergency
- Delete all personal data within one year if the client no longer needs the services of Chilworth Village Hall
- Delete all personal data within 30 days if a volunteer is no longer involved with Chilworth Village Hall

May 2018

If you have any questions regarding your data protection please contact the committee at

chilworthvillagehall@gmail.com