



## Friends of Cotteridge Park Privacy Notice

### What's new?

We have updated the FoCP privacy notice (below) to address the new privacy standards, known as the General Data Protection Regulation (GDPR).

These changes make it easier for you to understand how your data is stored and used and for what purpose. They also make it easier for you to request a copy of your data, or request to be deleted from our database altogether.

### Cotteridge Park GDPR Privacy Notice

#### Why does FoCP collect your data and how it is used.

Data is collected for the purpose of communicating with you via e-mail about what's going on in Cotteridge Park.

#### What data is collected?

If you have signed up for the email newsletter the only data we collect is your name and email address.

If you want to be a member of FoCP (to be able to vote at the AGM) we also collect your house address.

#### How your data is stored

As a member of FoCP your data is stored on a google spreadsheet only accessible to the trustees.

If you fill in a paper membership form it is transferred to the spreadsheet and the paper copy is shredded.

For the newsletter your email address is stored on Mailchimp, a secure industry standard tool, we use solely for the purpose of managing email communication.

Your data will NOT be shared with any other organisations.

#### How long is your data stored.

Data is kept until you choose to unsubscribe from the mailing list via the link provided at the end of all e-mails.

You can request a copy of this information at any time by emailing [info@cotteridgepark.org.uk](mailto:info@cotteridgepark.org.uk)  
You can request to view or delete the data held about you at any time by emailing [info@cotteridgepark.org.uk](mailto:info@cotteridgepark.org.uk)