**Privacy Notice**

**Information We Collect**

We will collect and process personal information about you that you give us by filling in forms on our site (for example by registering as a volunteer or charity/group) or by corresponding with us by phone, e-mail or otherwise. It includes information you provide when you register to use our site, subscribe to our newsletter, summit details and when you report a problem with our site. The information you give us may include your name, address, e-mail address and phone number, description of volunteering opportunities you are interested in, description of charity requiring assistance, personal description and photograph.

**Use of your personal information**

We collect, use, disclose and otherwise process personal information about you for our legitimate interests which include managing your account (e.g. providing password reset emails), to deliver, operate and maintain the services on our site, to notify you about any changes to the services we provide, to provide you with the information and services that you request from us and, if you agree, sending you our newsletters and details of our services that we think may be of interest to you. If you have agreed that we can process your personal information for a particular purpose, you may withdraw your consent at any time.

**Who will see my personal information?**

We are committed to protecting your personal information. You agree that we have the right to share your personal information with our staff and volunteers; our technical partners and legal or regulatory bodies in compliance with legal or regulatory obligations.

If you have created an account as a charity/group representative then we may disclose your personal information including:

•          User name and contact details (including email address) to third parties for the purpose of such third parties contacting you in relation to any content (such as volunteering opportunities) that you have uploaded to our site;

•          Your name and profile to other individuals who are associated with the same charity/group.

If you have created an account as a volunteer then we may disclose your personal information including:

•          Your user name and contact details (including email address) to third parties for the purpose of such third parties contacting you in relation to any content (such as volunteering opportunities) that you have uploaded to our site.

We do not pass your details to any third parties for marketing purposes.

**Security**

**All Personal Information you provide to us is held securely.**

**We ensure third parties employ the same rigour when handling data, ensuring they apply security far in accordance with legal requirements.**

**Contact**

If you would like further information about our full DATA PROTECTION POLICY, please email us at info@barnsleycvs.org.uk