

Friends of the Belarusian Children's Hospice (UK)

Privacy Notice

Introduction

Friends of the Belarusian Children's Hospice (UK) (Friends of BCH) is a UK registered charity

- registered charity number: 1116116
- registered address: Weller House, High Street, Amersham, HP7 0DP
- email: info@friends-bch.org.uk
- phone: 01494 432399

Friends of BCH provides funding, training and advice to the Belarusian Children's Hospice (BCH) in Minsk, Belarus and the children's palliative care movement in former Soviet and Eastern European countries.

Personal information is any information that can be used to identify you. For example, it can include your name, email address, postal address, bank details if you have set up a standing order and phone numbers.

What information we collect and how we use it

Generally, we collect your information from you when you decide to interact with us. This includes when you make a donation, ask for more information about the charity, buy a ticket and/or attend an event, sponsor someone raising funds for the charity and join our 100 Club. The personal information we retain and use will be limited to the data you have given us consent to hold and process and that required by law and regulations eg when claiming giftaid from HMRC.

The lawful basis for processing your personal data is your consent where you have provided this and in other cases our legitimate interest.

With your consent, we will use your personal information to provide you with information and news about this charity and BCH, administer your donation and claim giftaid where applicable, contact you to thank you for a donation, inform you of upcoming events and invite you to events. We will only contact you by the means for which you have given consent.

We receive personal information from fundraising sites such as Virgin Money Giving when you donate but will only use this to process your donation through the charity's accounts and send you news and updates where you have consented to this.

Your personal information will be used only in accordance with the law and data protection regulations.

Friends of BCH does not buy, sell or share personal information with third parties for the purposes of marketing.

We do not share personal information with BCH unless we have sought and obtained your specific consent.

How we store your information

Friends of BCH is committed to protecting the personal information you entrust to us. Whether it is stored electronically or on paper, we will ensure it is stored securely.

It will be kept for the minimum duration to achieve its purpose and it will be disposed of securely.

It is your information

It is very important to Friends of BCH that your details are correct. Please contact us if they are incorrect or need updating.

You are welcome to contact us at any time to find out what information we hold about you, to have your personal details amended or to modify or withdraw your consent

- email us: info@friends-bch.org.uk
- phone us: 01494 432399
- write to us: The Secretary, Friends of BCH (UK), Weller House, High Street, Amersham, HP7 0DP

Friends of BCH will provide the information you request as soon as we can and within the time stipulated by the General Data Protection Regulations.

Any complaints about privacy matters should be sent to the chairman of the trustees at the charity's registered address above.

You also have the right to complain to the Information Commissioner's Office if you think there is a problem with the way we are handling your data.

Updates or changes to the privacy notice

This notice was agreed by the trustees of Friends of BCH on 3rd April 2018. It may be updated from time to time to take account of changes within the charity or reflect changes to regulation or legislation. You will be able to view changes on our website www.friends-bch.org.uk or, if we have your email address and your permission to contact you in this way, we will notify you directly.