

G2 Fundraising and Development Privacy Notice

GDPR's Lawfulness, Fairness and Transparency data protection principle:

“Personal data shall be processed lawfully, fairly and in a transparent manner in relation to the data subject” [Art 5 (1)(a)]

- We collect information that you provide, such as
 - Name
 - Email address
 - Postal address
- We use your banking details to process donations you have made to us or for tickets you have purchased for Purcell School events.
- We use your personal data to claim Gift Aid if applicable
- We process your personal data in connection with internal reporting and analysis because we believe it is necessary for our legitimate interests in creating better fundraising events and communications. We have undertaken a legitimate interest assessment to ensure that this processing is not over-riden by your rights or interests.
- We list, promote and celebrate the donations we have received in Purcell concert programmes, our annual report and on our website.
- We use your contact information to send you direct marketing, only if we have your consent.
- We will never sell, rent or trade your personal data. We may disclose your data to service providers e.g. an IT company who render services to the School (all companies are obligated to act only on our instructions and in accordance with applicable laws, including GDPR)
- We may disclose your information if required to by law or to enforce our legal rights.
- None of our service providers lie outside the EEA and therefore there is no reason why any of your data will be processed outside of the EEA.

Your Rights

- **You may withdraw consent if you do not wish to receive any mailings from us by contacting r.blake@purcell-school.org**
- **If you have any queries about how your data is used by the Purcell School you may contact r.blake@purcell-school.org or the Bursar (also the Data Protection Officer) a.wroblewski@purcell-school.org for more information.**

Policy author / reviewer:	Policy date / review date:	Next review due:
R Blake/ AM/ J Harding	May 2018	September 2020
Ruth Blake	September 2020	September 2021