



PRIVACY STATEMENT

Who we are

The Blackdown Support Group (BSG) is a charity and we are registered with the Information Commissioner's Office (ICO). Our purpose is to improve well-being and encourage social interaction, providing support and advice where appropriate to those within the Blackdown Hills who are vulnerable or in need of support.

What we will do with your data

Client and volunteer data will be stored at the BSG office and accessed by our staff only as necessary to provide clients with the service or services which they request or receive. Client data will be shared with volunteers only as necessary to provide clients with the service or services which they request or receive,

Who we will share it with

We may need to share personal or special categories of a client's personal information with other helping agencies on a need-to-know basis. This will not be done without the client's consent.

How long we will keep it for

We will keep clients' and volunteers' personal data for six years following them ceasing to be a client or volunteer of the BSG.

How your data will be securely kept

Clients' and volunteers' data will be stored securely on computers protected by a firewall and passwords. Paper copies will be kept in a locked office.

How to opt out

Clients and Volunteers can choose to remove their consent to us keeping their data at any time by contacting the Manager on 01823 681036 or d-ccg.bsgadmin@nhs.net. Clients and volunteers will be made aware if the withdrawal of consent will affect the provision of any services they receive.

Review Date: August 2021

Approved by Committee on: 7 September 2021

Signed by Chairman: Victoria Norton

Next Review Date: August 2023