



Haunchwood Road, Nuneaton, CV10 8DY
(024) 76388507

info@stockingfordcc.org
www.stockingfordcc.org

THE 'FORD Community Centre

Privacy and GDPR Policy

Our contact details

Name: THE 'FORD Community Centre

Address: Haunchwood Road, Nuneaton, CV10 8DY

Phone Number: 02476 388508

E-mail: info@stockingfordcc.org

The type of personal information we collect

- We currently collect and process the following information:
- Personal identifiers, contacts, and characteristics (for example, name and contact details)
- How we get the personal information and why we have it
- Most of the personal information we process is provided to us directly by you for one of the following reasons:
- For recruitment, for disseminating information, for staff and volunteer records

We use the information that you have given us in order to:

- Inform our provision of services
- Contact you with information about our services
- Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:
- Your consent. You can remove your consent at any time. You can do this by contacting info@stockingfordcc.org
- We need it to perform a public task.
- We have a legitimate interest.

How we store your personal information:

Your information is securely stored on a password-protected database.

OCTOBER 2025 REVIEW DATE OCTOBER 2026
REGISTERED CHARITY NUMBER 1199642



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We keep your name and contact details for as long as it is required to process the necessary actions. We will then dispose of your information by deleting your information from the database.

Your data protection rights - Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at: info@stockingfordcc.org if you wish to make a request.

How to complain

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If you have any concerns about our use of your personal information, you can make a complaint to us at:

THE 'FORD Community Centre
Haunchwood Road
Nuneaton
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What is this Privacy Policy Statement

We have produced a short privacy statement to clearly outline when we may collect your personal information and what we do with it.

Who are we?

THE 'FORD Community Centre is a registered charity (1199642) providing infrastructure support to the voluntary, community, and social enterprise sectors across Stockingford and Nuneaton.

How do we process your data?

THE 'FORD Community Centre comply with its obligations under GDPR by keeping personal data up to date; storing and destroying it securely; by not collecting or retaining excessive amounts of data; by protecting personal data from loss, misuse, unauthorised access and disclosure and ensuring that appropriate technical measures are in place to protect personal data.

Why do we collect your data?

- To operate the Community Centre website and mailing subscriptions and to deliver the services that individuals have requested.
- To inform individuals of news, events, training, activities or services running in Nuneaton.
- To contact individuals via surveys to conduct research about their opinions of current services or of potential new services that may be offered.

The legal basis for collecting your personal data

Under Article 6:

We send you information based upon your consent for us to do so.



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We may also process your data where it is necessary for the performance of a contract with you or with one of our funders. You have the right to withdraw your consent at any time.

Under Article 9:

In some cases, where we are employing staff or working directly with particularly vulnerable people, we may be required to collect special category personal data and their data will be processed under article 9.

In these cases we will either gain:

- Explicit consent of the data subject or inform them that
- Processing is necessary for carrying out obligations under employment, social security or social protection law, or a collective agreement.

Sharing your information

We are subject to the law like everyone else. Sometimes, we must process your information to comply with a statutory obligation. For example, we may be required to give information to legal authorities if they so request or if they have the proper authorisation, such as a search warrant or court order.

This may include your personal information.

Other than in these circumstances, you can be assured that we will not share your personal information with third parties for marketing purposes.

Data Protection Legislation

Any information provided will be used and protected in accordance with the relevant data protection legislation, including the Data Protection Act 1998, the General Data Protection Regulations (EU 2016/679) and any subsequent legislation as appropriate.

Access to your information

You may obtain a copy of any information we hold about you by sending us a request at: info@stockingfordcc.org

After receiving the request, we will tell you when we expect to provide you with the information, and whether we require any fee for providing it to you.



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Removal of your information

If you wish us to remove personally identifiable information from our systems, you may contact us at: info@stockingfordcc.org
This may limit the service we can provide to you.

Verification of your information

When we receive any request to access, edit, or delete personally identifiable information, we shall first take reasonable steps to verify your identity before granting you access or otherwise taking any action. This is important to safeguard your information.