

Studley College Trust

Privacy Notice for Website Visitors, Grant Applicants, Grant Recipients and Trustees

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1. About this Privacy Notice

Studley College Trust (“the Trust”) understands that you care about the privacy and security of your personal information and the Trust takes that seriously.

When you visit our website, apply for financial support in the form of a bursary or scholarship, connect and communicate with us in relation to the services we provide, or if you are one of our Trustees, the Trust will collect and share your personal information.

This Privacy Notice explains who we are, why we collect personal information relating to you and how we use and protect it. It also sets out your legal rights and choices relating to your information.

This Privacy Notice applies in addition to any other Privacy Notice that we may provide on specific occasions and, where relevant, any contract between us and any relevant data protection policy. However, it does not form any contract of employment or other contract to provide services.

2. Who this Privacy Notice is For

This Privacy Notice is for individuals that visit our website, apply for or receive our grants and use our services. It also applies to our own Trustees.

Children’s Personal Data

This website is not intended for children and the Trust does not knowingly collect personal information directly from children.

3. Information about Studley College Trust

For the purposes of the UK General Data Protection Regulation (“the UK GDPR”), Data Protection Act 2018 (“DPA 2018”) and any subsequent UK legislation covering data protection, the Trust is the Controller of your personal information or “personal data” referred to in this Privacy Notice. This means that the Trust is legally responsible for deciding how and why personal information relating to you is used.

The Trust is registered with the Information Commissioner’s Office (“ICO”) as the Controller of your personal data under registration number ZA354007.

4. Contact us

If you have any questions about this Privacy Notice or the use of your personal data by the Trust, please contact the Trust's Secretary using the following contact details:

Email:

studleyct@btinternet.com

Post:

The Secretary
Studley College Trust
Kernow House
Lower Boddington
NN11 6YB

5. The Types of Personal Data we Process About You

The types of personal data we collect will depend on our relationship and the purpose for which it will be used.

For more specific information about the types of personal data we collect and use relating to you, select the relevant section below relating to website visitors, grant applicants/recipients or Trustees.

“personal data” means any information relating to an identified or identifiable living individual person (**“data subject”**).

Website Visitors: The Trust may collect and use the following types of personal data relating to visitors to its website:

- **Identity Data:** includes first name and last name.
- **Contact Data:** includes email address and telephone number. For example, if you send us an email or contact us via an online “Contact Us” form.
- **Correspondence:** between us such as website enquiries/ “Contact Us” enquiries or queries.
- **Technical Data:** includes information collected during your visit to our website, your internet protocol (IP) address, browser type and version, device type (e.g. mobile or desktop), operating system and general location (based on your IP address).

Grant Applicants and Recipients: The Trust may collect and use the following types of personal data relating to individuals who apply for and/or receive financial support in the form of a grant or bursary:

- **Identity Data:** includes first name, last name, nationality, date of birth.
- **Contact Data:** includes permanent home address, email address and telephone numbers including landline and mobile numbers.
- **Biographical and Social Information:** such as your interests, hobbies, career plans and ambitions, opinions and testimonials.
- **Financial Data:** such as your estimated cost of study and outgoings, funds available (including the source and amount of funds such as dividends and savings), other sources

of financial income explored. If you are awarded a grant or bursary we will also process payment card details such as your bank account details so we can transfer your funds to you.

- **Correspondence:** between us such as website enquiries/ “Contact Us” enquiries and correspondence such as emails and letters.
- **Grant application information:** including course of study relating to the bursary/sponsorship application, relevant college/university, course duration including start and end date, name of course tutor (if known) and accommodation details; names of referees and the content of any references provided relating to you together with any other information provided or received in connection with your application such as a Curriculum Vitae.
- **Education and Qualifications:** Details of qualifications and previous education including grades, names and dates of institutions attended.
- **Career and Work experience:** Employment history including employers, job titles and dates employed.
- **Images:** With your consent, we may publish an image of you together with a testimonial in our publicity including our website.
- **Marketing and Communications Data:** With your consent, we may use your opinions and testimonials and image for our marketing and promotional purposes.

Trustees of Studley College Trust: The Trust may collect and use the following types of personal data relating to its Trustees:

- **Identity and contact data:** such as your name, title, nationality, country of residence, date of birth, postal address, telephone numbers, email address.
- **Government identification:** such as your national insurance number.
- **Correspondence:** between us such as emails, letters.
- **Financial information:** such as your bank account details.

Special Categories of Personal Data

Whether you are a website visitor, grant applicant/recipient or one of our Trustee, the Trust does not expect to routinely collect or process any special categories of personal data*. However, rarely, there may be circumstances where we do process the following special categories of personal data, providing data protection law permits:

- **Information about your racial or ethnic origin, religious or philosophical beliefs, and political opinions,** for example where you provide this information to us in correspondence, or in your application for financial support because you believe it to be relevant.
- **Information relating to physical or mental health or condition,** for example, you may provide us with information about a disability you have in order for us to make reasonable adjustments or because it is relevant to an application for financial support.

** Special Category Personal Data relates to information about racial or ethnic origin, trade union membership, health and medical conditions, genetics, biometric information (but only where this is used for identification purposes), political opinions, sex life, sexual orientation and religious beliefs.*

Criminal Offence Data

The Trust does not expect to routinely collect or process criminal offence data of its website visitors, grant applicants/recipients or trustees.

6. Where we Collect Your Personal Data From

Most of the personal data we process will be provided to us directly to us from yourself, for example when you provide it to us in correspondence or an application. However, in a few cases, we may collect it from a third party. Your personal data is collected in the following ways including through:

- **Your interactions with us:** As a website visitor, grant applicant/recipient or one of our Trustees, you may give us your personal data directly when you correspond with us via our website, "Contact Us" form, or via email or letter, provide us with feedback, or otherwise generally interact with us.
- **Third parties or publicly available sources:** Depending on the circumstances, we may also collect or receive personal data about you from various third parties. For example if you are applying for a grant or bursary we will collect your personal data via third party personal referees such as an employer or tutor. If you are a Trustee, we rarely collect your personal data from a third party source.

7. Consequences of your Failure to Provide your Personal Data

Where we are under a statutory or contractual requirement to collect your personal data and you fail to provide that data when requested, we may not be able to comply with our statutory obligations, carry out your instructions or perform the contract we have or are trying to enter into with you. In this case, we may have to cancel our engagement or contract you have with us, but we will notify you if this is the case at the time.

8. Links to Other Websites

Our website may include links to third-party websites, plug-ins and applications. Clicking on those links or enabling those connections may allow third parties to collect or share data about you. We do not control these third-party websites and are not responsible for their privacy statements. When you leave our website, we encourage you to read the Privacy Notice of every website you visit.

9. Cookies

A cookie is a small piece of data sent from a website and stored on the user's computer by the user's web browser while the user is browsing.

The type of cookies we use on our website are "strictly essential" to make our website work properly and these are built into the website itself. They include for example, cookies that allow you to utilise various website features, move around our website and complete editable features across multiple pages of our website such as our "Contact Us" form.

Beyond this, we do not use any third party analytics cookies, marketing cookies or deploy tracking technologies.

You can choose to block or disable cookies including our “strictly necessary” cookies by changing settings within your web-browser; however, in doing so you may not be able to access or utilise all aspects of our website.

10. Our Purposes and Legal Reasons (Legal Bases) for Processing Your Personal Data

The tables below sets out the Trust’s purposes for using (“processing”) your personal data and its legal reasons (legal bases) from UK GDPR to justify that processing. Simply select the table below that is most relevant to you depending on whether you are a [website visitor](#), [grant applicant/recipient](#) or one of [our trustees](#).

Our purposes for processing your personal data will depend on our relationship and why it is needed. In addition, when processing your personal data, data protection law requires us to have a legal reason (legal basis) from UK GDPR for doing so. Where we rely on the legal basis of “legitimate interests”, we have also identified what those “legitimate interests” are.

Purposes and Legal Bases of Processing Personal Data of Website Visitors

Purpose/Use of Personal Data	Category/ Type of data	Legal basis under UK GDPR
For the purposes of administering the Trust's website	(a) Identity, e.g. IP address	Legitimate Interests (Article 6(1)(f) EU GDPR)
For the purposes of administering website cookies: 1. Strictly Necessary Cookies: these cookies to enable our website to operate effectively.	(a) IP address (b) Browser type and version (c) Device type (e.g. mobile or desktop) (d) Operating system (e) General location (based on IP – not precise)	(a) Strictly Necessary Cookies: Legitimate Interests: (Article 6(1)(f) UK GDPR) Our website uses cookies that are strictly necessary in order to provide our internet services requested by you or to meet other necessary requirements. In these circumstances we do not rely on your consent and it is in our legitimate interests to process your personal data for these purposes.
For the purpose of administering queries or correspondence received via our website including the online "Contact Us" Form or similar.	(a) Identity (b) Contact (c) Correspondence (e) potentially special category personal data	(a) Legitimate Interests (Article 6(1)(f) UK GDPR) (b) We process special category personal data, as necessary, with your explicit consent (Article 9(2)(a) UK GDPR).
To manage our relationship with you which will include: (a) Notifying you about changes to our terms or privacy policy (b) Dealing with your requests, complaints, feedback, correspondence and queries	(a) Identity (b) Contact (c) Profile (d) Marketing and Communications (d) Technical (e) [Usage]	(a) Necessary to comply with a legal obligation (We are required under Article 13/14 UK GDPR to provide you with the privacy information within this Privacy Notice and to ensure it is accurate and up to date. (Article 6(1)(c) UK GDPR)) (a) Necessary for our legitimate interests (Article 6(1)(f) UK GDPR) (We are required to keep our records updated and manage our relationship with you.)
To administer and protect our business and this website (including troubleshooting, data	(a) Identity (b) Contact	(a) Necessary for our legitimate interests (Article 6(1)(f) UK GDPR)

analysis, testing, system maintenance, support, reporting and hosting of data)	(c) Technical	It is in our legitimate interests to be able to run our business and deliver our services and this website effectively, ensure network security, prevent fraud and protect our network and systems.
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Purposes and Legal Bases of Processing Personal Data of Grant Applicants and Recipients

Purpose/Use of Personal Data	Category/ Type of data	Legal basis under UK GDPR
Grant/Bursary Application and Approval Purposes: To assess, administer and manage applications for financial support including requesting and reviewing third party references, carrying out the necessary application checks, and informing you of the progress and outcome of your application	(a) Identity (b) Contact (c) Correspondence (d) Financial (e) Education, Qualifications (f) Career/Work Experience (e) References (e) potentially special category personal data	(a) Necessary for our legitimate interests (Article 6(1)(f) UK GDPR) It is in the Trust's legitimate interests to ensure that your application is managed efficiently and effectively so as to protect the Trust's assets and reputation and ensure the smooth operation of its grant making provision. (b) Special category personal data is processed, where necessary, with your explicit consent. (Article 9(2)(a) UK GDPR)
Record Keeping, Statutory and Legal Obligations: For the purposes of the Trust's internal records and accounts protocols and to comply with our various statutory, legal and regulatory obligations, for example relating to financial , audit and funding obligations:	(a) Identity (b) Contact (c) Financial	(a) Necessary for our legitimate interests (Article 6(1)(f) UK GDPR) It is in the Trust's legitimate interests to comply with all relevant internal record keeping and accounts protocols and all statutory and legal obligations. (b) Legal Obligation: (Article 6(1)(c) UK GDPR). We are under a legal obligation to process personal data in certain circumstances, for example, we may have to share personal data with third party regulators under Health and Safety law.
To manage our relationship including: (a) Administering your correspondence, requests, queries or feedback relating to your application or award.	(a) Identity (b) Contact (c) Correspondence (e) potentially, special category personal data	(a) Legitimate Interests (Article 6(1)(f) UK GDPR) It is in the Trust's legitimate interests, and also your own, to effectively administer and manage correspondence it receives from those applying for or in receipt of financial support.

<p>(b) Notifying you about changes to our terms or privacy policy</p>		<p>(b) To the extent that you provide us with any special category personal data we rely on your explicit consent to use and process this. (Article 9(2)(a) UK GDPR).</p> <p>(c) Necessary to comply with a legal obligation. (Article 6(1)(c) UK GDPR)</p> <p>We are required under UK GDPR to provide you with the privacy information within this Privacy Notice and to ensure it is accurate and up to date.</p>
<p>For audit purposes where a third party establishment is the lead grant applicant: the Trust may request or require the establishment to disclose personal data relating to the end grant recipient for audit purposes and to monitor and evaluate the impact of our grant making;</p>	<p>(a) Identity (b) Subject studied (c) Amount of financial award (d) Name of educational establishment</p>	<p>(a) Legitimate Interests (Article 6(1)(f) UK GDPR)</p> <p>It is in the Trust's legitimate interests, and also your own, to audit the payment of grant monies to third party establishments and to monitor and evaluate the effectiveness of our grant making.</p>
<p>For promotional purposes: To promote the Trust and its work, it may publish testimonials of former grant recipients which may include opinions, their photograph, place of study etc.</p>	<p>(a) Identity (b) Subject studied (d) Name of educational establishment (e) Testimonial (e) Image</p>	<p>(a) Consent (Article 6(1)(a) UK GDPR)</p> <p>Providing you consent, we may publish a testimonial and your image in our promotional material (both printed and online including our website) for the purposes of promoting the Trust and its work.</p>

Purposes and Legal Bases of Processing Personal Data of our Trustees

Purpose/Use of Personal Data	Category/ Type of data	Legal basis under UK GDPR
Administering and Managing our relationship including: <ul style="list-style-type: none"> (a) during the onboarding process, processing expenses claims, performing skills audits and reviews. (b) administering your correspondence, requests, queries or feedback. (c) notifying you about changes to our terms or privacy policy. 	(a) Identity (b) Contact (c) Financial	(a) Necessary for our legitimate interests (Article 6(1)(f) UK GDPR) It is in the Trust's legitimate interests to run its organisation efficiently, communicate with its trustees and comply with its internal processes.
Record Keeping, Statutory and Legal Obligations: For the purposes of the Trust's internal records and accounts protocols and to comply with our various statutory, legal and regulatory obligations, for example relating to charity, financial, audit and funding obligations:	(a) Identity (b) Contact (c) Financial	(a) Necessary for our legitimate interests (Article 6(1)(f) UK GDPR) It is in the Trust's legitimate interests to comply with all relevant internal record keeping and accounts protocols and statutory and legal obligations. (b) Legal Obligation: (Article 6(1)(c) UK GDPR). The Trust is under a legal obligation to process personal data in certain circumstances, for example, we may have to share personal data with third party regulatory bodies under Health and Safety law or charity law.
Information and Network Security: For the purposes of ensuring the security of our information and	(a) Identity (b) Contact (c) Technical	(a) Necessary for our legitimate interests (Article 6(1)(f) UK GDPR) It is in the Trust's legitimate interests

network, and related services offered, including preventing unauthorised access to electronic communications networks and malicious code distribution and stopping “denial of service” attacks and damage to our computer and electronic communication systems.		to be able to run its organisation and deliver its services and this website effectively, ensure network security, prevent fraud and protect our network and systems.
Management Planning.	(a) Identity (b) Contact (c) Skills and Performance Data	(a) Necessary for our legitimate interests (Article 6(1)(f) UK GDPR) It is in the legitimate interests of the Trust to conduct management forecasting and management planning relating to its business activities.
Emergency Situations: We may need to process your health information in life and death situations where you are otherwise incapable of giving consent to the processing. For example, in emergency situations we may need to share medical information with emergency services because an individual is unconscious or otherwise unable of consenting to the processing.	(a) Identity (b) Contact (c) special category personal data such as health information.	(a) Necessary to protect the vital interests of an individual (Article 6(1)(d) UK GDPR)

11. Your Legal Right to Object to Our Processing Your Personal Data for the Legal Reason of “Legitimate Interests”

Where your personal data is processed by us for the legal reason (lawful basis) of “legitimate interests”, you have the legal right to object to that. You can find a list of the purposes where your information is processed under the legal basis of “legitimate interests” in the relevant table/s above, “**Purposes and Legal Bases of Processing Personal Data.**”

In some cases, the right to object is absolute; this means that the Trust must comply with your objection and stop using your personal information. For example, you have the absolute right to object to your personal data being processed for the purpose of direct marketing.

In other cases, the right to object is not absolute. This means that you have the legal right to object and the Trust must stop using your personal data unless it can demonstrate that its legitimate interest is more compelling than the impact of the processing has on you. The Trust will generally have one calendar month in which to respond to your objection.

If you want to object to your personal data being processed by the Trust for the legal reason of “legitimate interests”, please contact Trust’s Secretary using any of the contact details set out in the [“Contact Us” section of this Privacy Notice.](#)

12. Who we May Share Your Personal Data With

To deliver our services, fulfil our functions and comply with our legal obligations, we may share your personal data with the parties set out below ("**Recipients**") for the purposes set out in the tables above ("**Purposes and Legal Bases for Processing Personal Data**"):

- **External Third Party Controllers:** Rarely, the Trust may be required to share personal data of a grant recipient or trustee with third party organisations to be further processed by them as independent Controllers for their own independent statutory purposes. For example, public authority regulators such as HMRC, the Charity Commission or the Information Commissioner's Office.
- **External Third party professional advisors:** Rarely, we may be required to share your personal data with our external professional advisors. For example, our legal advisors, consultants, auditors, insurers and any organisation or individual appointed by us to carry out an independent investigation.

In most cases, even though they may be providing the Trust with a service, because they will likely be regulated and making decisions for themselves how best to process your data, the external third party advisor will be an independent Controller of your personal data.

- **External Third party Service Providers (Processors):** Processors are external service providers that have access to your personal data. The Trust remains the Controller of your personal data and in charge of it.

Where this happens, your personal data is shared securely, in compliance with data protection law and where a GDPR-compliant data processing contractual arrangement has been entered into. Processors are legally bound to only process your personal data on our instructions and to take appropriate measures to keep it secure. They may not use your personal data for their own purposes.

By way of example, your personal data shared with the following Processors:

- 1) Website Hosting Service Providers such as Webflow Inc., a Delaware corporation located at 398 11th Street, Floor 2, San Francisco, CA 94103. – *This example applies to our website visitors.*
- 2) IT Service Providers such as Thinking Creations Limited, Brewsters Corner, Pendicke Street, Southam, Warwickshire CV47 1PN. - *This example applies to our website visitors, grant applicants and recipients and our trustees.*

- **Third parties to whom we may choose to sell, transfer or merge parts of our business or our assets:** Alternatively, we may seek to acquire other businesses or merge with them. If a change happens to our business, then the new owners may use your personal data in the same way as set out in this Privacy Notice.

13. Transfers of your Personal Data outside the UK

Your personal data is primarily stored and processed here in the UK. However, we use some service providers to help us deliver our services who are based outside the UK, and they sometimes need access to your personal information in order to provide those services to us.

In these circumstances, there may be occasion when we need to transfer your information to

other countries.

Some of these destination countries may have different data protection compliance requirements to the UK, with some providing more or less protection than others. When your personal information is transferred outside the UK, we take appropriate steps to ensure that in all cases, it is handled and protected as described in this Privacy Notice and UK data protection law.

Where possible, we transfer your personal data to a country that the UK has officially determined, adequately protects personal data. (Known as an “Adequacy Determination”.) For example, the UK has officially determined that the EEA provides adequate protection for personal data.

If we transfer your personal data to a service provider based in the U.S, then providing the service provider is a signatory to the UK Extension of the EU-US Data Privacy Framework (“DPF”), this meets the required standard in relation to the transfer of your personal data outside the UK under UK GDPR because it is equivalent to an Adequacy Determination.

For example, our website is hosted by a third party service provider called “Webflow” based in the United States. Where our website processes or publishes personal data of website visitors or others, this will involve a transfer of that personal data to the U.S. Webflow has certified to the U.S. Department of Commerce that it adheres to the EU-U.S. Data Privacy Framework Principles (EU-U.S. DPF Principles) with regard to the processing of personal data received from the UK in reliance on the EU-U.S. DPF and the UK Extension to the EU-U.S. DPF.

Where your personal data is transferred to countries that do not have a UK Adequacy Determination, we ensure that your personal data is adequately protected by ensuring other appropriate safeguards are in place designated under UK GDPR such as using approved data protection contract clauses to regulate the transfer.

If you would like more information about the safeguards we rely on when we transfer your personal information outside the UK, please contact, the Trust’s Secretary using the contact details in our [Contact Us section here](#).

14. How we Store and Protect Your Personal Data

We have put in place appropriate security measures to prevent your personal data from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed. In addition, we limit access to your personal data to those employees, agents, contractors and other third parties who have a business need to know. They will only process your personal data on our instructions and they are subject to a duty of confidentiality. We have put in place procedures to deal with any suspected personal data breach and will notify you and any applicable regulator of a breach where we are legally required to do so.

15. How Long we Retain Your Personal Data

We will only retain your personal data for as long as reasonably necessary to fulfil the purposes we collected it for, including for the purposes of satisfying any legal, regulatory, tax, accounting or reporting requirements. This means that the retention period for your personal data will vary depending on the circumstances.

We may retain your personal data for a longer period in the event of a complaint or if we reasonably believe there is a prospect of litigation in respect to our relationship with you.

To determine the appropriate retention period for personal data, we consider the amount, nature and sensitivity of the personal data, the potential risk of harm from unauthorised use or disclosure of your personal data, the purposes for which we process your personal data and

whether we can achieve those purposes through other means, and the applicable legal, regulatory, tax, accounting or other requirements.

In some circumstances you can ask us to delete your data (See Section 16 of this Privacy Notice for further information.)

In some circumstances we may anonymise your personal data so that it can no longer be associated with you, for research or statistical purposes, in which case we may use this information indefinitely without further notice to you.

16. Your Legal Rights relating to your Personal Data

You have a number of rights under UK data protection law in relation to your personal data. In most cases, it is free to exercise these rights and unless your request is complex we will have to respond within 1 calendar month. However, please be aware that some of these rights do not apply in all circumstances. Also, the Trust may be able to refuse or partially refuse your request in some circumstances, for example, where a legal exemption applies.

If you would like to exercise one or more of your legal rights, or would like more information about them, please contact the Trust's Secretary via any of the methods in the ["Contact Us" section of this Privacy Notice here](#).

You have the right to:

- **Access your personal data:** This is sometimes referred to as the right of Subject Access.

You have the right to request a copy of the personal data we hold relating to you to check we are lawfully processing it. You are also entitled to other information relating to how we use it. There are exemptions to this right which means that in some cases, you may not receive some or all of your personal data. For example, if your personal data is mixed with other people's personal data and providing you with your information would also reveal personal information relating to someone else.

- **Erasure:** At your request, we will delete your personal information when it is no longer necessary for the purposes for which it was collected, or when, among other things, your personal data has been unlawfully processed, providing we do not have an overriding legitimate reason for retaining it.
- **Accuracy:** Our objective is to ensure that your personal data is accurate, current, and complete. Please contact us to let us know if this is not the case. You also have the legal right to ask us to rectify your personal data if it is inaccurate or incomplete.
- **Objecting:** In certain circumstances, you have the right to object to processing of your personal data.
 - For example, where we are processing your personal data on the legal basis of our legitimate interests, and we have no compelling reason that we can demonstrate which overrides the impact of the processing to your interests, rights and freedoms. Please see the tables above for the circumstances where we are processing your personal data on the legal basis of legitimate interests.
 - You also have an absolute legal right to object to the processing of your personal data for purposes of direct marketing.
- **Automated Decision Making:** You have the right to object to decisions that we may make based solely on the basis of automated processing (including profiling) of your personal

information where those decisions have a significant legal effect on you or similar effect. NB. The Trust confirms that you will not be subject to decisions based solely on automated processing (Automated Decision Making) including profiling, where those decisions have legal or significant effects on you. If this position changes we will notify you in advance and ensure that the processing complies with data protection law.

- **Restriction of Processing:** You have the right to ask us to restrict the processing of your personal data in certain circumstances, such as where you wish to suspend processing whilst we establish the accuracy or the legal reason for processing it.
- **To withdraw your Consent to processing:** If we are processing your personal data on the legal basis of consent, you have the legal right to withdraw your consent (either fully or partly). The withdrawal of your consent will not affect the lawfulness of our processing prior to the withdrawal of your consent.
 - We make it quick and easy to withdraw your consent (or amend your preferences). Simply follow the “unsubscribe” facility on relevant emails or follow the instructions in our other correspondence or contact the Trust’s Secretary using any of the contact details in the “Contact Us” section of this Privacy Notice.
- **Portability:** In certain circumstances, you have the legal right to receive your personal information or have your personal information transmitted to another organisation in a structured, commonly used and machine readable format.

17. Complaints

The Trust has exceptionally high standards when it comes to your personal data. If we fail to meet those standards please contact the Trust’s Secretary via any of the methods in our “Contact Us” section of this Privacy Notice.

If you believe we have handled your personal data in a way which breaches UK data protection law, you also have the legal right to complain to the supervisory authority, the Information Commissioner’s Office (ICO) whose contact details are set out below. However, we would greatly appreciate the opportunity to resolve your complaint before you got in touch with them.

Information Commissioner’s Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

www.ico.org.uk

18. Changes to This Privacy Notice

The Trust will review update this Privacy Notice from time to time to keep it accurate and up to date. We will publish the current version on our website so please check back regularly for changes. If we make significant amendments, then providing we are still in touch, we will notify you of the change, usually via email or post.