

# The Sandpiper Trust Privacy Policy

This is the Privacy Policy of The Sandpiper Trust, located at Sandpiper House, Aberuthven Enterprise Park, Main Road, Aberuthven, PH3 1EL

Last updated: May 17<sup>th</sup> 2018.

## Who we are

At The Sandpiper Trust, we are committed to maintaining the trust and confidence of our supporters, donors, fundraisers, Sandpiper bag holders and responders. We do not share, trade or sell personal information with any other companies or businesses for marketing purposes. Data collected is used only to allow us to continue to keep our supporters updated on Sandpiper Trust news. To underline this pledge, we've created this Privacy Policy, where we've provided detailed information on when and why we collect your personal information, how we use it, the limited conditions under which we may disclose it to others and how we keep it secure.

## Types of data we collect

If you are a supporter, donor, fundraiser, Sandpiper bag holder or Responder, we may hold your name, address, email address and phone number on a data base.

We hold your data securely and treat your privacy seriously.

## Mailing Lists

We use email to keep you updated on announcements and news about The Sandpiper Trust. We may also email our bag holders and responders in relation to their activities as a Sandpiper bag holder or responder. As part of the registration process for our quarterly newsletter, we collect personal information which includes your name and email. We use that information for a couple of reasons: to tell you about stuff you've asked us to tell you about; to contact you if we need to obtain or provide additional information; to confirm our records are right and to check every now and then that you're happy and satisfied

As part of the registration process when receiving medical equipment from The Sandpiper Trust we collect personal information which includes your name, address, email, phone number and place of work. We use that information for a couple of reasons: to keep track of where our Sandpiper bag users are and to contact you if we need to obtain or provide additional information.

We don't rent or trade email lists with other organisations and businesses.

We use a third-party provider, mailchimp, to deliver our e-communications. We gather statistics around email opening and clicks using industry standard technologies to help us monitor and improve our e-newsletter. For more information, please see <https://mailchimp.com/legal/privacy/>. You can unsubscribe to general mailings at any time of the day or night by emailing us.

## Website Cookies - Google Analytics

Our website uses cookies to better your experience while browsing. This includes collating information about pages viewed and actions taken while on our site.

When someone visits [www.sandpipertrust.org](http://www.sandpipertrust.org) we use a third party service, Google Analytics, to collect standard internet log information and details of visitor behaviour patterns. We do this to find out things such as the number of visitors to the various parts of the site. This information is only processed in a way which does not identify anyone. We do not make, and do not allow Google to make, any attempt to find out the identities of those visiting our website.

## Data Retention

We will retain your Personal Data for as long as necessary to provide you with the products or services contracted into or while you remain subscribed to our newsletter. We will also retain your Personal Data as necessary to comply with our legal obligations, resolve disputes, and enforce our agreements.

Where we no longer need to process your Personal Data for the purposes set out in this Privacy Notice, we will delete your Personal Data from our systems.

## Access to your personal information

You are entitled to view, amend, or delete the personal information that we hold. Email your request to Jayne Price:

[Jayne.price@sandpipertrust.org](mailto:Jayne.price@sandpipertrust.org)

## Changes to this Privacy Notice

We keep our privacy notice under regular review. In line with GDPR regulations this privacy notice will come into effect on May 25, 2018.