



PRIVACY & DATA HANDLING POLICY

The Sutton New Town Community Festival understands that privacy and the security of your personal information are extremely important. Because of that, this policy sets out what we do with your information and what we do to keep it secure. It also explains where and how we collect your personal information, as well as your rights over any personal information we hold about you.

When you register with Sutton New Town Community Festival, we ask you to provide some details such as your name and email address. We keep these details so that we can contact you about the work of the Festival.

The Sutton New Town Community Festival agree to store and process all personal information it collects from you in accordance with the latest Data Protection legislation. We have adjusted our policy to comply with the General Data Protection Regulation (GDPR).

If you believe that your details are being misused by us then, you should contact us.

Our Privacy Promise

We promise:

- To keep your data safe and private.
- Not to sell your data.
- To give you ways to manage and review your marketing choices and email communications at any time.
- To only use your data for its intended purpose.
- To erase your data upon request.
- The Information We Collect, How We Collect It, And How We Use It.

Your registration on our mailing list and your use of our website creates the lawful basis for The Sutton New Town Community Festival to process your data. The purpose for processing your data is specified when you join The Sutton New Town Community Festival email list.

We may collect different types of personal and other information based on your use of The Sutton New Town Community Festival website.

Some examples include:

- Contact Information that allows us to communicate with you, including your name, address, and e-mail address;



- Our Websites's Usage, Viewing, and other Technical Information about your use of our network, services, products or websites.
- We collect information when you give it to us when you register with, log in to, and use our websites.

We may use the information we collect in a variety of ways, including:

- Providing you with the best user experience possible;
- Providing the services you use, and to respond to your questions;
- Communicating with you regarding service updates and promotions;
- Delivering customized content that may be of interest to you;
- Addressing network integrity and security issues.

Online Activity Tracking

We collect information about your activity on The Sutton New Town Community Festival website for several purposes. We use that information to help tailor the content you see on our website.

The Sutton New Town Community Festival may collect information about your computer or mobile device such as your IP address, operating system and browser type, for administrative purposes and to report aggregated anonymised information to our system administrators. This is statistical data about the browsing actions, patterns of users of services (including yourself), but it will not identify you personally and does not identify any personal details whatsoever.

Information Sharing

We may provide Personal Information to third parties for purposes such as:

- Maintaining and running the system;
- Providing technical support.
- Complying with court orders and other legal processes;
- To assist with identity verification, and to prevent fraud and identity theft;
- Enforcing our agreements and property rights.

Safeguarding Your Information: Our Policy on Data Protection and Security

We do not share your Personal Information with anyone for any purpose without your explicit permission.



We maintain information about you in our business records while you are a user, or until it is no longer needed for business, tax, or legal purposes.

We have implemented encryption or other appropriate security controls to protect Personal Information when stored or transmitted by The Sutton New Town Community Festival.

Links to/from Other Web Sites

Sutton New Town Community Festival is not responsible for the practices employed by websites linked to or from our website, nor the information or content contained therein. Please remember that when you use a link to go from our website to another website, our Privacy Policy is no longer in effect. Your browsing and interaction on any other website, including those that have a link on our website, is subject to that website's own rules and policies. Please read over those rules and policies before proceeding.

Changes to Our Privacy Policy

If we change our privacy policies and procedures, we will post those changes on our website to keep you aware of what information we collect, how we use it and under what circumstances we may disclose it. Changes to this Privacy Policy are effective when they are posted on this page.

Access To Information & Customer Service

The GDPR gives you the right to access the information that Sutton New Town Community Festival holds about you. If you want us to send you details that it holds about you please write to The Sutton New Town Community Festival, C/O The Treasurer, 115 Carshalton Road, Sutton SM1 4LL.

This policy was adopted at a meeting of Sutton New Town Community Festival on 14th July 2020, and will be reviewed at least every 2 years.

Signed :

A handwritten signature in black ink, appearing to be "Louise Phelan", followed by a period.

Louise Phelan
(Chair)