

Privacy Policy

The Rotary Club of Braunton Caen is committed to preserving your privacy. We set out below how we will use and protect the information you have given us. By entering the project you are consenting to the use of that information and the provisions of this policy.

Use We will use the data to ensure the rules are adhered to, and to contact you. We will also analyse the information we collect to create statistics in anonymised form in order to support and develop our work. You can withdraw your consent at any time by contacting us at ... Any information collected before you withdraw may however subsequently be used in anonymised form for statistical purposes.

Cookies We do not use cookies and will not collect information about your IP address

Access Only those who are concerned in running this project will have access to your data. This may include a third party for a reasonable purpose if, for example, we need to obtain advice regarding our computer equipment or software. You are entitled to ask us what information we hold about you and any request should be addressed to You may also ask us to correct any information we hold or to delete it; we may in that case need to keep certain information for evidential purposes in order to show compliance

Retention We will return your data only until the conclusion of the project unless you have requested that we continue to keep in touch with you with information about what we do.

Security We will take reasonable steps to protect your information. Data may be transferred to and stored at a destination outside the EEA on Google Drive

Changes We may change our privacy policy at any time without having to give you prior notification. Any changes will be posted on our site.

E-mail Disclaimer E-mails sent by us may contain confidential information and are intended solely for the recipient. If you receive a communication in error please inform us immediately and delete it. We have taken reasonable precautions to ensure there are no viruses in any attachments but we cannot accept liability for any damage sustained by you. You should ensure they are virus-free before opening them.

Complaints Policy

We aim to act in such a way that benefits the community and attracts good feedback. However we recognise that occasionally we may act in such a way that does not meet that standard. Your goodwill is important to us. Please raise anything with us in order that we can seek to resolve anything negative or that concerns you as quickly as possible. If this does not resolve the issue or you prefer we have a more formal procedure as follows:

1. Please write by letter or e-mail to the President who will acknowledge it within 10 days. If it concerns the President please write to the Vice- President.
2. Your complaint will then be investigated within a reasonable time - normally within 4 weeks. Any further action will be discussed with you and you will in any event be advised of the result of the investigation.
3. If you are dissatisfied with the result you may appeal to the Trustees of the Rotary Club of Braunton Caen who will convene an Appeal Panel (which may include a representative of Rotary outside our Club at our discretion) to hear the appeal
4. Their decision is final and no further appeal is possible.
5. The President will keep the Council of the Rotary Club of Braunton Caen informed of the number and nature of complaints and the outcomes and report at least annually to the Club.