

Privacy Policy

Scope

All data subjects whose personal data is collected, in line with the requirements of the General Data Protection Regulation.

Responsibilities

J Godfrey & Son Funeral Services Ltd is responsible for ensuring that this notice is made available to data subjects prior to J Godfrey & Son Funeral Services Ltd collecting/processing their personal data.

All Employees of J Godfrey & Son Funeral Services Ltd who interact with data subjects are responsible for ensuring that this notice is drawn to the data subject's attention and their consent to the processing of their data is secured.

Privacy notice

Who are we?

J Godfrey & Son Funeral Services Ltd Offices:

20 Gloucester Street, Faringdon, Oxon, SN7 7HY

Private funeral Home, Ware Road Stanford-in-the-Vale Oxon SN7 8NY

We are an Independent family-run Funeral services.

All of the above requests will be forwarded on should there be a third party involved (as stated in 3.3 above) in the processing of your personal data. Right of access – you have the right to request a copy of the information that we hold about you.

Right of rectification – you have a right to correct data that we hold about you that is inaccurate or incomplete.

Right to be forgotten – in certain circumstances you can ask for the data we hold about you to be erased from our records.

Right to restriction of processing – where certain conditions apply to have a right to restrict the processing.

Right of portability – you have the right to have the data we hold about you transferred to another organisation.

Right to object – you have the right to object to certain types of processing such as direct marketing.

Right to object to automated processing, including profiling – you also have the right to be subject to the legal effects of automated processing or profiling.

Right to judicial review: in the event that J Godfrey & Son Funeral Services Ltd refuses your request under rights of access, we will provide you with a reason as to why. You have the right to complain as outlined in clause 3.6 below.

The details for each of these contacts are:

Supervisory authority contact details

Contact details

Contact Name: Information Commissioner's Office

Address line 1:

Address line 2:

Address line 3:

Address line 4:

Address line 5:

Email:

<https://ico.org.uk/global/contact-us/email/>

info@jgodfreyandson.co.uk

Telephone:

0303 123 1113

01367 718998

Personal data

Under the EU's General Data Protection Regulation (GDPR) personal data is defined as:

How we use your information

This privacy notice tells you how we, J Godfrey & Son Funeral Services Ltd, will collect and use your personal data for provision of services, cookies, complaints etc.

Why does J Godfrey & Son Funeral Services Ltd need to collect and store personal data?

In order for us to provide you with a funeral and related services we need to collect personal data for fulfilment of the contract and any related correspondence. In any event, we are committed to ensuring that the information we collect and use is appropriate for this purpose, and does not constitute an invasion of your privacy.

In terms of being contacted for marketing purposes J Godfrey & Son Funeral Services Ltd would contact you for separate consent.

Will Organisation Name share my personal data with anyone else?

We may pass your personal data on to third-party service providers contracted to J Godfrey & Son Funeral Services Ltd in the course of dealing with you. Any third parties that we may share your data with are obliged to keep your details securely, and to use them only to fulfil the service they provide on behalf of J Godfrey & Son Funeral Services Ltd. When they no longer need your data to fulfil this service, they will dispose of the details in line with J Godfrey & Son Funeral Services Ltd's procedures. If we wish to pass your sensitive

personal data onto a third party we will only do so once we have obtained your consent, unless we are legally required to do otherwise.

How will J Godfrey & Son Funeral Services Ltd use the personal data it collects about me?

J Godfrey & Son Funeral Services Ltd will process (collect, store and use) the information you provide in a manner compatible with the EU's General Data Protection Regulation (GDPR). We will endeavour to keep your information accurate and up to date, and not keep it for longer than is necessary. J Godfrey & Son Funeral Services Ltd. is required to retain information in accordance with the law, such as information needed for income tax and audit purposes. How long certain kinds of personal data should be kept may also be governed by specific business-sector requirements and agreed practices. Personal data may be held in addition to these periods depending on individual business needs.

Under what circumstances will J Godfrey & Son Funeral Services Ltd contact me?

Our aim is not to be intrusive, and we undertake not to ask irrelevant or unnecessary questions. Moreover, the information you provide will be subject to rigorous measures and procedures to minimise the risk of unauthorised access or disclosure.

Can I find out the personal data that the organisation holds about me?

J Godfrey & Son Funeral Services Ltd at your request, can confirm what information we hold about you and how it is processed. If J Godfrey & Son Funeral Services Ltd does hold personal data about you, you can request the following information:

Identity and the contact details of the person or organisation that has determined how and why to process your data. In some cases, this will be a representative in the EU.
Contact details of the data protection officer, where applicable.
The purpose of the processing as well as the legal basis for processing.
If the processing is based on the legitimate interests of J Godfrey & Son Funeral Services Ltd or a third party, information about those interests.
The categories of personal data collected, stored and processed.
Recipient(s) or categories of recipients that the data is/will be disclosed to.
How long the data will be stored.
Details of your rights to correct, erase, restrict or object to such processing.
Information about your right to withdraw consent at any time.
How to lodge a complaint with the supervisory authority.
Whether the provision of personal data is a statutory or contractual requirement, or a requirement necessary to enter into a contract, as well as whether you are obliged to provide the personal data and the possible consequences of failing to provide such data.
The source of personal data if it wasn't collected directly from you.
Any details and information of automated decision making, such as profiling, and any meaningful information about the logic involved, as well as the significance and expected consequences of such processing.