

How we use your Personal Information

Community Campus 87 Ltd collects personal information from you when you register with us or contact us using forms on our website. We will use this information for providing and supporting the services offered. Full details of how we use your information, how we maintain the security of your information, and your rights to access information we hold on you, can be found in our privacy statement.

This privacy notice tells you what to expect when Community Campus 87 Ltd processes your personal information and applies to information about applicants, residents and other service users.

We keep our privacy notice under regular review and we will place any updates on our website.

If you would like to receive a hard copy of our privacy notice, please let us know.

For further information you can contact the Data Protection Officer as follows:

Community Campus 87 Ltd
76 Brunswick Street
Stockton
TS18 1UU
dpo@cc87.co.uk

For independent advice about data protection, privacy, e-privacy and data sharing issues, you can contact the Information Commissioner. (Lots of useful information is accessible and their website):

Information Commissioner,
Wycliffe House, Water Lane,
Wilmslow,
Cheshire SK9 5AF
Phone: 0303 123 1113
Email: casework@ico.org.uk
Website: www.ico.org.uk

Website Privacy Policy

We are committed to safeguarding the privacy of our website visitors; this policy sets out how we will treat your personal information.

(1) What information do we collect?

We may collect, store and use the following kinds of personal data:

- (a) Information about your computer and about your visits to and use of this website (including your IP address, geographical location, browser type, referral source, length of visit and number of page views);
- (b) Information relating to any transactions carried out between you and us on or in relation to this website, including information relating to any donations you make;
- (c) Information that you provide to us for the purpose of registering with us including name, address, email, telephone number and supported housing needs;
- (d) Information that you provide to us for the purpose of subscribing to our website services, email notifications and/or newsletters including name, email address and telephone number;
- (e) Any other information that you choose to send us. We use google analytics generate statistical and other information about website use by means of cookies, which are stored on users' computers. The information generated relating to our website is used to create reports about the use of the website. Google will store this information. Google's privacy policy is available at www.google.co.uk/intl/en/policies/privacy (<http://www.google.co.uk/intl/en/policies/privacy>)

(2) Using your personal data

- (a) Administer the website;
- (b) Improve your browsing experience by personalising the website;
- (c) Enable your use of the services available on the website;
- (d) Send you email notifications which you have specifically requested;
- (e) Send to you our newsletter and other marketing communications relating to our business which we think may be of interest to you by post or, where you have specifically agreed to this, by email or similar technology (you can inform us at any time if you no longer require marketing communications);
- (f) Provide third parties with statistical information about our users but this information will not be used to identify any individual user;
- (g) Deal with enquiries and complaints made by or about you relating to the website.
If at any time you submit personal information for publication on our website, we will publish and otherwise use that information in accordance with the permission you grant to us.
We will not without your express consent provide your personal information to any third parties for the purpose of direct marketing.

(3) Disclosures

We may disclose information about you to any of our employees, officers, agents, suppliers or subcontractors insofar as reasonably necessary for the purposes as set out in this privacy policy. In addition, we may disclose information about you:

- (a) To the extent that we are required to do so by law;
- (b) In connection with any legal proceedings or prospective legal proceedings;
- (c) In order to establish, exercise or defend our legal rights (including providing information to others for the purpose of prevention and detection of fraud (including data matching exercises in

conjunction with the cabinet office, the requirements of money laundering regulations and reducing credit risk); and

- (d) To the purchaser (or prospective purchaser) of any business or asset which we are (or are contemplating) selling.

Except as provided in this privacy policy, we will not provide your information to third parties.

(4) Security of your personal data

We will take reasonable technical organisational precautions to prevent the loss, misuse or alternation of your personal information.

Personal information will be stored on servers managed by Community Campus.

(5) Policy Amendments

We may update this privacy policy from time-to-time by posting a new version on our website. You should check this page occasionally to ensure you are happy with any changes.

We may also notify you of change to our privacy policy by email.

(6) Your rights

You may instruct us to provide you with any personal information we hold about you by completing our SAR (Subject Access Request Form).

(7) Third party websites

Community Campus is not responsible for the privacy policies or practices of third party websites accessed through links on our site.

(8) Updating information

Please let us know if the personal information which we hold about you needs to be corrected or updated by emailing dpo@cc87.co.uk

(9) Contact

If you have any questions about this privacy policy or our treatment of your personal data, please write to us by email to dpo@cc87.co.uk or by post to Community Campus 87 LTD, 76 Brunswick Street, Stockton, TS18 1UU.