

Welcome to the Coleridge Families privacy notice.

This privacy notice provides information on how Coleridge Families collects and processes your personal data when you visit our website [to sign up for a newsletter, purchase a product or service].

It is important that you read this privacy notice together with our website privacy policy which contains more detailed information about our data processing and can be accessed here.

# Important information and who we are

Coleridge Families, Register Charity with UK Charity Commission 1001997 is the controller and responsible for your personal data.

#### **Contact details**

Our full details are:

Full name of legal entity: Coleridge Families

Name or title of [Data Protection Officer OR data privacy manager]: Yordanka Yordanova

Email address: Coleridgefamilies@gmail.com

Postal address: Coleridge Families, Coleridge Primary School, 77 Crouch End Hill, London N8 8DN

Telephone number: 07495495960

#### 1. The data we collect about you

We may collect, use, store and transfer different kinds of personal data about you as follows:

- Identity Data.
- Contact Data.
- Financial Data.
- Transaction Data.
- Technical Data.
- Profile Data.
- Usage Data.

Marketing and Communications Data.

# 2. How we use your personal data

We will only use your personal data for the purpose for which we collected it which include the following:

- To register you as a new customer.
- To process and deliver your order.
- To manage your relationship with us.
- To enable you to participate in a prize draw, competition or complete a survey.
- To improve our website, products/services, marketing or customer relationships.
- To recommend products or services which may be of interest to you.

# 3. How we share your personal data

We may share your personal data [within the organisation or with Coleridge Primary School – Their Privacy policy is available on their website <a href="https://www.coleridgeprimary.org">www.coleridgeprimary.org</a>.

Your data may also be shared with PayPal when you make a purchase via our events or shop.

# 4. <u>International transfers</u>

We do not transfer personal data outside the UK.

# 5. Your legal rights

Under certain circumstances, you have rights under data protection laws in relation to your personal data including the right to receive a copy of the personal data we hold about you and the right to make a complaint at any time to the Information Commissioner's Office, the UK regulator for data protection issues (www.ico.org.uk).

#### 6. Further details

If you are looking for more information on how we process your personal data including on data security, data retention and lawful processing bases, please access our website privacy policy.