

Friends of Abbotswood Privacy Notice

- The Friends of Abbotswood (FOA) may collect information about you and/or your child in order to provide you with a parent teacher association (PTA) in order to raise funds for Abbotswood Junior School
- We will use any personal information we collect about you and/or your child for the following purposes:
 - Provide school discos
 - Sponsored events and for collecting gift aid
 - Running a lottery
 - Provide you with services or goods ordered through our fundraising activities
 - Organisation of fundraising events eg fairs, including details for helpers and volunteers
 - The running of a charity and registration for charity commission (FOA committee members only)
- In the case of collecting gift aid, running a lottery and/or the running of a charity there is a legal basis for our use of this information as required by HMRC, lottery registration and the Charity Commission.
- For all other events arranged by the FOA, information is provided to us on a consent basis or to provide you with a service or to complete orders. You have the right to withdraw your consent for the processing of your data from the FOA at any time. Any requests should be made in writing to the chairperson of the FOA.
- We may share your personal information with Abbotswood Junior School in the running of any events or completing any orders.
- In the case of any orders/services the FOA offer we may be required to share your information with the relevant provider to process your request. The details will be provided to you on the order form.
- Any data we do hold will be held securely and will be disposed of securely/shredded.
- Other than the instances previously advised the FOA will not share your personal data with any other third party, unless there is a legal requirement under GDPR/Data Protection Act to do so.
- We will keep your personal information for the length of time required by law (lottery regulations, gift aid or charity commission) or by the retention schedule set by the Friends of Abbotswood. Copies are available on request.
- If you have a concern about the way we are collecting or using your personal data, you should raise your concern with us in the first instance or directly to the Information Commissioner's Office at <https://ico.org.uk/concerns/>