

## Privacy Policy

This privacy policy applies between you, the user of this website and Say It With Your Chest CIC, the owner and provider of this website. Say It With Your Chest CIC takes the privacy of your information very seriously. This privacy policy applies to all data collected by us or provided by you in relation to your use of the website. The purpose of this policy is to explain what personal information is collected and how this information is used.

This policy should be read alongside, and in addition to, our Terms and Conditions, which can be found at: <https://sayitwithyourchest.co.uk/terms-of-use/>

Please read this privacy policy carefully.

### **Definitions and interpretation**

In this privacy policy, the following definitions are used:

Data	collectively all information that you submit to Say It With Your Chest CIC. This definition incorporates, where applicable, the definitions provided in the Data Protection Laws;
Cookies	a small text file placed on your computer by this website when you visit certain parts of the website and/or when you use certain features of the website;
GDPR	the General Data Protection Regulation;
Say It With Your Chest CIC, we or us	Say It With Your Chest CIC, a company incorporated in England and Wales with registered number 12027332 whose registered office is at The Print House, 18 Ashwin Street, London, E8 3DL;
User or you	any third party that accesses the website and is not either (i) employed by Say It With Your Chest CIC and acting in the course of

	their employment or (ii) engaged as a consultant or otherwise providing services to Say It With Your Chest CIC and accessing the website in connection with the provision of such services; and
Website	the website that you are currently using, <a href="http://www.sayitwithyourchest.co.uk">www.sayitwithyourchest.co.uk</a> , and any sub-domains of this site unless expressly excluded by their own terms and conditions.

### **Scope of this privacy policy**

This privacy policy applies only to the actions of Say It With Your Chest CIC and users with respect to this website. It does not extend to any websites that can be accessed from this website including, but not limited to, any links we may provide to social media websites.

For purposes of the applicable Data Protection Laws, Say It With Your Chest CIC is the "data controller". This means that Say It With Your Chest CIC determines the purposes for which, and the manner in which, your data is processed.

### **Data collected**

We may collect the following data, which includes personal data, from you:

- name;
- contact information such as email addresses and telephone numbers;
- IP address (automatically collected);
- web browser type and version (automatically collected);
- operating system (automatically collected);
- the pages that you visit (automatically collected);
- in each case, in accordance with this privacy policy.

### **How we collect Data**

We collect Data in the following ways:

- data is given to us by you ;
- data is received from other sources; and
- data is collected automatically.

### **Data that is given to us by you**

Say It With Your Chest CIC will collect your data in a number of ways, for example:

- when you contact us through the website or by email ;
- when you complete surveys that we use for research purposes (although you are not obliged to respond to them);
- when you enter a competition or promotion through a social media channel;
- when you use our services;
- when you fill in the contact form;
- when you make a donation on our website via Paypal;
- when you fill in an application form for recruitment purposes;
- in each case, in accordance with this privacy policy.

### **Data that is received from third parties**

Say It With Your Chest CIC will receive data about you from the following third parties:

- google analytics;
- paypal.

### **Data that is collected automatically**

To the extent that you access the website, we will collect your data automatically, for example:

- we automatically collect some information about your visit to the website. This information helps us to make improvements to website content and navigation, and includes your IP address, the date, times and frequency with which you access the website and the way you use and interact with its content.
- we will collect your data automatically via cookies, in line with the cookie settings on your browser.

### **Our use of Data**

Data may be used by us for the following reasons:

- improvement of our products / services;
- to manage our recruitment process;
- to fundraise;
- to manage our accounts and records;
- in each case, in accordance with this privacy policy.

We may use your data for the above purposes if we deem it necessary to do so for our legitimate interests. If you are not satisfied with this, you have the right to object in certain circumstances (see the section headed "Your rights").

## **What is the legal basis for processing your personal data?**

- a legal obligation where processing is necessary;
- our legitimate interests;
- we never disclose personal information to third parties, other than in situations where we believe the welfare of an individual is at risk, or if we are ordered to do so by a court or other legal requirement, (e.g. the duty to report criminal acts to the police).

## **Keeping Data secure**

We will use technical and organisational measures to safeguard your data, for example:

- we store your data on secure servers;
- our website uses a secure sockets layer (SSL), which means that personal data is encrypted.

Technical and organisational measures include measures to deal with any suspected data breach. If you suspect any misuse or loss or unauthorised access to your data, please let us know immediately by contacting us via this e-mail address: [info@sayitwithyourchest.co.uk](mailto:info@sayitwithyourchest.co.uk).

If you want detailed information from Get Safe Online on how to protect your information and your computers and devices against fraud, identity theft, viruses and many other online problems, please visit [www.getsafeonline.org](http://www.getsafeonline.org). Get Safe Online is supported by HM Government and leading businesses.

## **Will we transfer your personal data outside of the European Economic Area?**

The organisation in some circumstances will transfer your data outside the European Economic Area. This will be via our cloud storage system Google Drive, however Google has security measures in place to safeguard your data as they use privacy shields. To read more about privacy shields please visit [Data transfer frameworks – Privacy & Terms](#)

## **Data retention**

Unless a longer retention period is required or permitted by law, we will only hold your data on our systems for the period necessary to fulfil the purposes outlined in this privacy policy or until you request that the data be deleted.

## **Your rights**

You have the following rights in relation to your data :

- The right to be informed; this means anyone processing your personal data must make clear what they are processing, why, and who else the data may be passed to.
- The right of access; this is your right to see what data is held about you by a Data Controller.

- The right to rectification; the right to have your data corrected or amended if what is held is incorrect in some way.
- The right to erasure; under certain circumstances you can ask for your personal data to be deleted. This is also called 'the Right to be Forgotten'. This would apply if the personal data is no longer required for the purposes it was collected for, or your consent for the processing of that data has been withdrawn, or the personal data has been unlawfully processed.
- The right to restrict processing; this gives the Data Subject the right to ask for a temporary halt to processing of personal data, such as in the case where a dispute or legal case has to be concluded, or the data is being corrected.
- The right to data portability; a Data Subject has the right to ask for any data supplied directly to the Data Controller by him or her, to be provided in a structured, commonly used, and machine-readable format.
- The right to object; the Data Subject has the right to object to further processing of their data which is inconsistent with the primary purpose for which it was collected, including profiling, automation, and direct marketing.
- Rights in relation to automated decision making and profiling; Data Subjects have the right not to be subject to a decision based solely on automated processing.

To make enquiries, exercise any of your rights set out above, or withdraw your consent to the processing of your data (where consent is our legal basis for processing your data), please contact us via this e-mail address: [info@sayitwithyourchest.co.uk](mailto:info@sayitwithyourchest.co.uk).

If you are not satisfied with the way a complaint you make in relation to your data is handled by us, you may be able to refer your complaint to the relevant data protection authority. For the UK, this is the Information Commissioner's Office (ICO). The ICO's contact details can be found on their website at <https://ico.org.uk/>.

It is important that the data we hold about you is accurate and current. Please keep us informed if your data changes during the period for which we hold it.

### **Links to other websites**

This website may, from time to time, provide links to other websites. We have no control over such websites and are not responsible for the content of these websites. This privacy policy does not extend to your use of such websites. You are advised to read the privacy policy or statement of other websites prior to using them.

### **Cookies**

This website may place and access certain cookies on your computer. Say It With Your Chest CIC uses cookies to improve your experience of using the website. Say It With Your Chest CIC has carefully chosen these cookies and has taken steps to ensure that your privacy is protected and respected at all times. All Cookies used by this website are used in accordance with current UK and EU Cookie Law. You can choose to delete cookies at any time; however you may lose any information that enables you to access the website more

quickly and efficiently including, but not limited to, personalisation settings. For more information generally on cookies, including how to disable them, please refer to [aboutcookies.org](http://aboutcookies.org). You will also find details on how to delete cookies from your computer.

## **General**

If any court or competent authority finds that any provision of this privacy policy (or part of any provision) is invalid, illegal or unenforceable, that provision or part-provision will, to the extent required, be deemed to be deleted, and the validity and enforceability of the other provisions of this privacy policy will not be affected.

## **Changes to this privacy policy**

Say It With Your Chest CIC reserves the right to change this privacy policy as we may deem necessary from time to time or as may be required by law. Any changes will be immediately posted on the website and you are deemed to have accepted the terms of the privacy policy on your first use of the website following the alterations. You may contact Say It With Your Chest CIC by email at [info@sayitwithyourchest.co.uk](mailto:info@sayitwithyourchest.co.uk).