

DATA PRIVACY NOTICE

WhitCamp Affiliated to Urban Saints

1. Your personal data – what is it?

Personal data relates to a living individual who can be identified from that data. Identification can be by the information alone or in conjunction with any other information in the data controller's possession or likely to come into such possession. The processing of personal data is governed by the General Data Protection Regulation (the "GDPR").

2. Who are we?

The WhitCamp Administrator is the Data Controller (contact details below). This means he decides how your personal data is processed and for what purposes.

3. How do we process your personal data?

WhitCamp, and affiliate of Urban Saints, complies with its obligations under GDPR by keeping personal data up to date; by storing and destroying it securely; by not collecting or retaining excessive amounts of data; by protecting personal data from loss, misuse, unauthorised access and disclosure and by ensuring that appropriate technical measures are in place to protect personal data.

We use your personal data volunteered to WhitCamp for the following purposes: -

- To manage applications sent in by parents and guardians for young people wishing to attend WhitCamp;
- To manage applications by adults who are volunteers in the leadership and organisation of WhitCamp.
- To provide data on Adult Volunteers to Urban Saints which will be used for checking under the Disclosure and Barring Service (DBS) administered for WhitCamp by Urban Saints *;
- To share information with Urban Saints for the purposes of optionally receiving Urban Saints information;
- Sending of Minutes of Meeting and Prayer Requests to adult supporters of WhitCamp
- To maintain our own accounts and records;
- Processing of gift aid applications for adult volunteers by Urban Saints;
- To maintain a historic record of names and addresses only of previous WhitCamps for the purposes of responding to authorised external agencies regarding a Child or Adult Safeguarding issue.

During the course of WhitCamp we may take photographs and or videos of the various activities. Attendance at the holiday signifies agreement that these may appear in future publicity or other materials produced by WhitCamp or Urban Saints, or materials produced by other organisations in sympathy with Urban Saints and to whom express permission to use the videos / photographs has been granted. Under no circumstance will any picture be directly identified with the individual.

4. What is the legal basis for processing your personal data?

- Receipt of completed application forms for young people wishing to attend WhitCamp.
- Receipt of completed application forms for adult volunteers wishing to attend WhitCamp.
- Explicit consent of the data subject so they can keep you informed about news, events, and activities of WhitCamp and or Urban Saints.
- Signed gift aid forms so that Urban Saints can process your gift aid donations
- Processing is carried out by a not-for-profit body with a political, philosophical, religious or trade union aim provided: -
 - the processing relates only to members or former members (or those who have regular contact with it in connection with those purposes); and
 - there is no disclosure to a third party without consent.

5. Sharing your personal data

Your personal data will be treated as strictly confidential and will only be shared with other leaders of WhitCamp in order to carry out a service by other volunteers or leaders for purposes connected with WhitCamp. We will share data of Adult volunteers connected to WhitCamp with Urban Saints relating to DBS applications, and Gift Aid processing. We will only share your data with third parties outside of the WhitCamp or Urban Saints with your consent.

6. How long do we keep your personal data?

We retain data for up to 6 years after the calendar year to which they relate, relating to:-

- Young people's applications made by Parents / Guardians
- Adult volunteers applications
- Adult supporters
- Gift Aid applications and associated paperwork
- DBS applications and associated paperwork

We retain historic records of names and addresses and tent allocations indefinitely for Child and Adult Safeguarding.

7. Your rights and your personal data

Unless subject to an exemption under the GDPR, you have the following rights with respect to your personal data: -

- The right to request a copy of your personal data which WhitCamp holds about you
- The right to request that WhitCamp corrects any personal data if it is found to be inaccurate or out of date;
- The right to request your personal data is erased where it is no longer necessary for the WhitCamp to retain such data;
- The right to withdraw your consent to the processing at any time;
- The right to request that the Data Controller provides the data subject with his/her personal data and where possible, to transmit that data directly to another data controller, (known as the right to data portability)
- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing;
- The right to object to the processing of personal data;
- The right to lodge a complaint with the Information Commissioners Office.

8. Further processing

If we wish to use your personal data for a new purpose, not covered by this Data Protection Notice, then WhitCamp will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

9. Contact Details

To exercise all relevant rights, queries of complaints please in the first instance contact the WhitCamp Administrator at applications@whitcamp.org.uk;

You can contact the Information Commissioners Office on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email/> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire. SK9 5AF.

* Urban Saints is the operating name of The Crusaders' Union, a company limited by guarantee and registered in England & Wales, company number 07771037, charity number 1144923, and in Scotland, charity number SCO39313