Privacy Policy

Scope

This section applies to Trustees, Members, Employees, Volunteers and general members of the public.

Introduction

At Newton Stewart Initiative, we are committed to ensuring the privacy of our customers, volunteers, members and supporters. This Privacy Policy describes how we use your personal information. This policy may change occasionally so please check this statement from time to time.

What information Newton Stewart Initiative collects

We collect personal information from you through your communications with Newton Stewart Initiative.  This includes membership, Newton Stewart Centre bookings, competition entries, Community Surveys, Applications and all other forms of communication you have with us.

We collect general information from you through Community Surveys.

What Newton Stewart Initiative does with your personal information

We use personal information that you give us to answer your enquiries and provide you with information you have requested

We may use your personal information to keep you informed about Newton Stewart Initiative events and activities and may contact you from time to time about these. If you have given us permission to do this, we may use your information to send you information by email or post. We will only ever contact you by telephone, with your permission, if we have a query or information regarding a booking or submission you have made to us.

We will also use your information to process any transactions you make with us and for internal administration and analysis.

We use the general information that you give us to contribute to the research for projects being undertaken by Newton Stewart Initiative. This information may be collated and assessed by third parties, commissioned by Newton Stewart Initiative. These assessments will be considered an asset of Newton Stewart Initiative and may be shared with third parties at the discretion of the Trustees.

Childrens' and young people’s privacy

Many children and young people are interested in information about Newton Stewart Initiative activities. Childrens’ and young people’s privacy is of the utmost importance to us. Any child or young person under the age of 14 should always ask a parent or guardian for permission before making any type of online enquiry.

Who we share information with

We will not share any personal information we store about you with any third party.

Compliance with law

We will release personal information where we are required to by law or by the regulations and other rules (including auditing requirements) to which we are subject. We may also exchange information with other companies and organisations for fraud protection and credit risk reduction.

Your rights

You have the right to ask for a copy of the information held by us in our records. You also have the right to require us to correct any inaccuracies in your information.

Use of photographs

We commission a photographer to take images of people at all Newton Stewart Initiative events and activities. Some of the resulting images are used on our Facebook page, website and in print to promote the activities of Newton Stewart Initiative. We take every measure to ensure the subjects of the photographs (or a parent/carer) grant permission for the image/s to be used by us for promotional purposes, at the time the photograph is taken. Should you believe that an image should not be used for any valid reason please contact us and we will remove it.

Consent

Newton Stewart Initiative will continue to hold your information unless you decide to opt out. By opting in and disclosing your personal information to us, you will be consenting to the collection, storage and processing of your personal information by Newton Stewart Initiative. We will only contact you by the preferred methods you select and, in the manner, set out in this Privacy Policy.  You are welcome to update your preferences at any time by emailing info@newtonstewartinitiative.net

If you have any concerns about the information we hold about you, you can email us at [info@newtonstewartinitiative.net](mailto:info@newtonstewartinitiative.net)