

Vi-Ability Privacy notice

Vi-Ability is committed to protecting your privacy. This privacy policy sets out how we use and protect any information that you give us.

Your personal data and your consent

Vi-Ability store and process the personal data that you provide based on the consent that you have given. Vi-Ability will send you updates about our activities/products/opportunities that they think you may be interested in. Vi-Ability collects two pieces of specialist category data from you; ethnicity and disability. This, along with your other personal data, may be used to create anonymised statistics to measure whether there is a fair representation of participants involved in our programmes. If you contact us, by phone, email or letter, we may keep a record of that correspondence. We may also ask you to complete surveys that Vi-Ability use for research purposes, although you do not have to respond to them.

Vi-Ability may share your personal data if we are under duty to disclose or share it to comply with legal obligation or to protect the rights or safety of Vi-Ability, our members, or others.

Vi-Ability will cease to contact you 3 years after your last interaction (email, call, purchase, registering interest or other) with Vi-Ability. At this stage Vi-Ability will delete/destroy all personal data that is not linked to financial records or held under duty bound contractual arrangements with funders. Vi-Ability will store any personal data linked to financial records for a 6-year period. HM Revenue and Customs (HMRC) have the right to inspect financial information relating to the previous 6 years and require all trading entities to keep financial records for this length of time.

All data you provide to us is stored on secure servers and/or locked away. Data may be transferred to, and stored at, a destination outside the European Economic Area ("EEA"). The transmission of information via the internet is not completely secure. We will do our best to protect your personal data but cannot guarantee the security of data transmitted to our site; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access. We do not store financial details.

You may request details of personal data which we hold about you. Vi-Ability is a trading name of Vi-Ability Educational programme who are the data controllers and can be contacted on 01492 583555 or info@vi-ability.org. You will be given the option to 'unsubscribe' from any newsletters/bulk communications that you receive. You can raise a concern about our information rights practices here www.ico.org.uk/concerns or by calling 03031231113. Vi-Ability may change this privacy information from time to time. You should check this page from time to time to ensure that you are happy with any changes. You can change your preferences at any time by contacting info@vi-ability.org.