

Lochcarron Playpark Parent Collective – Privacy Notice

1. Who we are

The Lochcarron Playpark Parent Collective (“the Group”) is a community-led, not-for-profit organisation formed to plan, fundraise for, and support improvements to the Lochcarron playparks.

Our contact email is: [insert contact email once available].

2. What information we collect

When you become a member or volunteer with us, we may collect the following information:

- Your name
- Postal address
- Telephone number
- Email address
- Your role within the group (if applicable)

3. How we use your information

We will use your information only for purposes directly related to the running of the Group, including:

- Maintaining an accurate list of members and volunteers
- Contacting you about meetings, activities, and fundraising events
- Sharing updates about the playpark project
- Managing our legal, financial, and reporting obligations (e.g., to funders or regulators)

We will not share your personal information with any other organisation or individual without your explicit consent, unless required by law.

4. How we store your information

Your information will be stored securely, either electronically or in paper form, and will only be accessed by the Committee members who need it for their role.

We will keep your data only as long as you are a member or volunteer, or as required by funding or legal requirements.

5. Your rights

You have the right to:

- Request a copy of the information we hold about you

- Ask us to correct or delete your personal data
- Withdraw your consent for us to hold your information at any time

If you have any questions about how your data is used, please contact us at [insert contact email].

If you are not satisfied with our response, you have the right to raise a concern with the Information Commissioner's Office (ICO): www.ico.org.uk.

Adopted by: Lochcarron Playpark Parent Collective

Date: _____

Signed (Chair): _____