



**Privacy Policy of
The Guildford Society**

**A Charitable incorporated Organisation
Registered Charity Number 1174395**

**Registered Office:
24 Bury Fields, Guildford, Surrey GU2 4AZ**

Date of Issue: April 2018
Amendments: Rev.1 October 2020

The Guildford Society (GS) is a Charitable incorporated Organisation registered with The Charity Commission for England and Wales under registration number 1174395. Our registered office is at 24 Bury Fields, Guildford, Surrey GU2 4AZ.

Our Privacy Policy is compliant with GDPR requirements. Use of our website is governed by our Terms of Use which can be found elsewhere our website

<https://www.guildfordsociety.org.uk/LegalStuff.html>.

The Guildford Society ("We, or GS.") wish to protect and respect your privacy. Below is an outline of the information that we may gather via this website and how it is used.

Site Visits, IP addresses and log file data. Our website does not automatically capture or store personal information but does collect data about the activity of visitors to our website. This data cannot identify you personally, but from time to time when combined with system analytics it does give us aggregate level information on user activity that helps us improve the functionality and experience of the website and aids trouble shooting. The data that is collected may include the date and time you visit the website, information on your location inferred from your IP address, and the pages and content that you view

Legal Stuff

Our Privacy Policy is compliant with GDPR requirements. Use of our website is governed by our Terms of Use which can be found elsewhere our website <https://www.guildfordsociety.org.uk/LegalStuff.html>

The Guildford Society ("We, or GS.") wish to protect and respect your privacy. Below is an outline of the information that we may gather via this website and how it is used.

Use of cookies: Cookies are small text files that are placed on your computer by the websites that you visit. They are widely used to make websites work, or work more efficiently, as well as to provide information to the owners of the site. The use of cookies is now standard for most websites.

Use of cookies on The Guildford Society websites. We utilise cookies, and other online identification technologies such as web beacons, or pixels to provide users with an improved user experience. By using this website or application you consent to the deployment of such identification technologies

Information we may collect about you. / Data collection and use. The Guildford Society (GS) website contains inter-active features that allow you to participate when you choose to do so. These allow GS. to identify you from the contact details that you have chosen to provide.

You may be asked for personal information if you complete one of the forms on this site, or if you fill out one of our printed membership forms or information leaflets. We may also collect personal information when you interact with us on social media sites such as Facebook or Twitter. This information is used for essential website or membership administration purposes and / or for G. Soc. responses to posted comments.

Our website features include:

- A Contact Us page with Captcha Code This allows us to receive your posted message and to obtain your email contacts for reply purposes
- An On- line or printable Membership Application & Payment form or Donation form.
- A facility to sign up to receive electronic copies of GS. Newsletters (via Mail Chimp) or to notify you about GS. Events, Talks, Latest News etc. via email (or SMS
- To respond (if you wish) to GS. opinion/voting polls that we may send to you

In each case, we will only use the information about you for the purpose for which you provide it. Personal information you submit on the GS website is stored on secure servers. We ensure that our suppliers provide adequate protection for the rights of individuals' data in connection with the transfer of their personal data.

We will never sell or share your personal information with other organisations for their direct marketing purposes. You may remove or change your details at any time. You have right of access to your personal information held on our files by contacting us using the Contact Us form on our website.

Site registration and email service. When you use the Contact Form on our website or subscribe to our emails and newsletter, we may ask you for contact information such as your name and e-mail address, home address and postcode, telephone contacts etc. We may also use it to alert you to current issues, news or campaigns you may be interested in and events happening in your area.

If you choose to join our email newsletter, (This is an automatic sign up for Members) the email address that you submit to us will be forwarded to Mail Chimp who provide us with email marketing services. Your email address will remain within Mail Chimp's database for as long as we continue to use Mail Chimp's services for email marketing or until you specifically request removal from the list. You can do this by unsubscribing using the unsubscribe links contained in any email newsletters that we send you or by requesting removal via email. When requesting removal via email, please send your email to us using the email account that is subscribed to the mailing list.

General Data Protection Regulation (GDPR) Legislation for the use and operation of websites is complex and includes The Data Protection Act 2018 which controls how your personal information is used by organisations such as The Guildford Society, businesses, government etc. Everyone responsible for using personal data has to follow strict rules called 'data protection principles'. The Data Protection Act 2018 is the UK's implementation of the General Data Protection Regulation (GDPR)

The only data we gather through this website is via the contact forms. This data is never used for marketing purposes and never resold. This data is stored in a secure area on our website for a maximum of 60 days. After 60 days this data is then automatically deleted. If you agree to sign up for Newsletters etc. e-mail addresses are stored in a bulk e-mailing system.

Disclosure of information Any information we may gather or obtain will not be disclosed to any third party. Any information we hold about you such as your membership and /or supporter contact details is intended only for the administrative and operational use of GS. and its elected officers.

How we protect your information Security measures are in place within our website to protect against the loss, misuse, or alteration of the information under our control. Our servers are hosted in a secure environment. When you donate to GS or pay membership fees online, we use a secure server to protect your credit / debit card number and other personal information during transmission.

Information on children. GS offers a Household membership level that include adults and those aged under 18. GS will not knowingly process personal details from children under the age of 14 without a parent or guardian's consent. Details about those aged under 18 may be processed for Household membership purposes or for other purposes defined prior to the data being submitted.

Links to other sites. Our site may contain links to and from websites of other organisations and content delivered from other servers. If you follow a link to any of these websites, please note that these websites have their own privacy policies and that we do not accept any responsibility for their website content nor liability for their privacy policies. Please check these policies before you submit any personal data to these websites.

Choice/unsubscribe. You can opt-out of receiving communications from us quickly and easily via a link at the bottom of our email campaigns.

Correcting your information. If you change your address or contact details or If you need to correct the information you provided us with when you subscribed to our e-mail list, you can do so via the link provided at the bottom of each email. If you need to only change your e-mail address, please contact the membership secretary of the Guildford Society.

Donating to The Guildford Society. GS welcomes donations via its website to help fund its local activities and charitable objects in line with our Constitution and our Sponsorship and Donation Policy. Please contact our Chairman should you wish to discuss donating off line or have any questions. We will store donation information in our database and may use this to keep you informed of news, local issues, campaigns etc.

Changes to our Privacy Policy .Any changes we may make to our privacy policy in the future will be posted on this page

Contact .Questions, comments and requests regarding our website, our privacy policy or for access to information held about you are welcomed via our contact form or email to The Honorary Secretary: secretary@guildfordsociety.org.uk

The Guildford Society
October 2020