Natalya's Fund: Privacy Policy

Overview
As a registered charity, we take data protection very seriously and are committed to safeguarding your personal data. We are legally obliged to use your data in line with all laws (including but not limited to GDPR) concerning the protection of personal data.

What data we collect and retain
- name
- postal address
- e-mail address
- donation record
- Gift Aid declarations
- photographs for promotional purposes
- applications for funding
- references for potential beneficiaries
- correspondence with donors, beneficiaries, referees and monitors
- any other data you choose to provide

Why we collect and retain that data
- to process donations and send thanks
- for accounting purposes
- to claim Gift Aid
- to provide feedback to supporters on how money is spent, via newsletters
- to illustrate completed projects in newsletters and on our website
- to help with, and keep a record of, decision-making, and outcomes relating to our projects

How we use photographs
- photographs do not identify minors
- photographs which identify adults use only given names and with the permission of our project partners; we ask our partners to obtain such permissions
- all photographs are copyrighted – either to Natalya's Fund or our project partner, otherwise stated

With whom we share data
Our bank receives data regarding your donation
Data will be shared with HMRC for purposes of Gift Aid collection (where applicable)

How we store data
- physical copies of personal data is kept secure at all times
- databases containing personal data is stored on password protected devices
- e-mail addresses on our mailing lists are stored in a list via the web service 'Mailchimp' and are not linked in any way to the donation record or postal address data

How long we keep your personal data
- personal data will be kept for as long as the charity is operational or until you ask us to delete it
- personal data relating to accounts is kept for 7 years to comply with the law

Contacting us
- you have the right to request a copy of the personal data we hold and have any inaccuracies corrected
- you have the right to opt out of any further contact:
    - an 'unsubscribe' button is included at the foot of every e-mail
    - details of how to unsubscribe from our postal mailing list is in every newsletter
- if you have any questions or concerns about our use of your data then please
    - e-mail us at: natalyasfund@gmail.com
    - telephone us on: 01633 – 889028
    - write to us at Redwick House, Green Street, Redwick, Newport. NP26 3DY

When we delete data
From time to time we will weed our data lists in accordance with accounting and data protection rules. Records will be deleted when

- e-mails bounce
- newsletters are returned as 'not known' at the address

However, if at any time you ask us to delete your data, and it is lawful to do so, we will.

Data Controller: Andrew Leighton

Review & monitoring
This Policy will be reviewed every 2 years; next scheduled review: November 2027