

OLD CESTREFELDIANS' TRUST

PRIVACY POLICY

The Old Cestrefeldians' Trust is constituted as a Company limited by guarantee and is recognised as a Charity by the Charity Commission and H. M. Revenue and Customs.

The Trust collects data from individuals and organisations **when**:

1. Individuals join as members.
2. They are beneficiaries of charitable payments by the Company.
3. They buy a School History book from the Company.

The **purpose** in the case of 1. and 2. above is to enable the Trust to fulfil the **legal requirements** :

1. Of a Company to communicate with its Members.
2. Of a Charity to identify if intended beneficiaries fall within the specific restricted scope of the Charity (age and location in particular).

Persons who buy books from the Trust must be identified in order to fulfil the **contract** to supply them with the item.

In addition members who have agreed to the application of gift-aid will have their charitable donation recorded and details sent to H.M.R. and C. to enable the tax repayment to be made.

The Trust does not pass the data it collects for its own purposes to anyone else with one exception. That exception is that the name, address and age of former pupils of Chesterfield School will be added to the Old Cestrefeldian Society's database for Reunion circulars from that organisation. If you do not want this to happen just let the Trust know.

The Trust will **retain** the data collected until it regards it as no longer necessary or helpful to the history of the School, or the Trust, unless you request that the data be deleted in which case membership or beneficiary status will cease.

If you have any **queries or requests** regarding the Trust's approach to the General Data Protection Regulations please address these to Tom Roberts, Old Cestrefeldians' Trust, 12 Tennyson Avenue, Chesterfield S40 4SW.