

SSSK Privacy Notice (May 2018)

Who Are We?

Students Supporting Street Kids (SSSK) is a registered charity: No 1070646 (in England & Wales), and SC041706 (in Scotland). We take our responsibilities as a data controller seriously and are committed to processing your personal data in accordance with the law. Our Privacy Notice is available on our website (www.sssk.org.uk) and applies to current and former volunteers, supporters, grant recipients and any other person whose personal data we may process. If you have any questions about our Privacy Notice or on how we use your personal data please contact the Trustees at sssk@sssk.org.uk.

What Is Your Personal Data?

Personal data is any information about a living individual which allows them to be identified from that data (for example: a name, photographs, videos, email address, or address). The processing of personal data is governed by the General Data Protection Regulation 2016/679 (the GDPR) and other legislation relating to personal data and rights such as the Human Rights Act 1998.

Why Do We Process Your Personal Data?

Our charitable mission, as defined in our Declaration of a Charitable Trust, is to promote any charitable purpose for the benefit of street children. As stated on our website, this involves making people aware of the issues affecting street children in order to change the systems which perpetuate poverty and exclusion. We also fundraise to support selected local organisations across the world, who are best able to meet the needs of street-connected children.

We process your personal data in order to keep our current and former supporters, volunteers and grant recipients up to date with our activities and the latest developments relating to street children. We are very proud of the relationships we have with our supporters, volunteers and grant recipients and we use your personal information to ensure we contact you in the most appropriate way.

We expect that use of the personal data of our supporters, volunteers and grant recipients is in accordance with SSSK's legitimate interests. Specifically, this includes:

1. Raising awareness of the latest developments relating to street children, in order to help change the systems which perpetuate poverty and exclusion;
2. Promoting the charitable objectives of SSSK, including fundraising and any other initiatives to further our charitable objectives;
3. Keeping the community of current and former volunteers, supporters and recipients up to date about our activities;
4. Fostering life-long relationships with our alumnae community to support our development and objectives, including by hosting social events;
5. Keeping a record of our alumnae for historical or research purposes, and to comply with Charity Commission requirements to keep records for a period of at least six years;

6. Ensuring we meet our obligations around financial record keeping including for the purposes of Gift Aid;
7. Maintaining contact with NGOs we support or have supported, in order to ensure funds have been spent correctly and to receive continued updates from them about recent developments affecting street-connected children worldwide.

What Data Do We Collect and How Is It Obtained?

Information we may hold includes: personal contact details, records of donations, records of your engagement with the charity and attendance at events, photographs from events, bank account information about our grant recipients, and any other relevant information about your engagement with the charity. Most of the information we hold is obtained directly from you; for example, information that you provide when volunteering or donating. We also collect personal data from you when you participate in events and activities or donate to the charity. We collect your contact details if you represent an organisation that has or will benefit from a grant from SSSK. We do not use third-party companies to research or profile your data.

How Will We Use Your Personal Data?

In addition to fulfilling all Charity Commission, Gift Aid and other legal requirements, we shall use your data primarily to keep you updated and informed of SSSK's activities and any developments relating to street-connected children around the world. We expect to send you an electronic newsletter via email 4-8 times per year. We shall also contact grant recipients in order to ensure funds have been properly spent and to receive from them updates about their work. Upon occasion, we may send you an email to invite you to an SSSK event.

Access to Data

Data we collect will be controlled and stored by us, and we will never share your data with third parties, unless it is required by government authorities such as HMRC or the Charity Commission, or if you interact with us through a third party (for example: if you support the charity via the BTMyDonate platform; and some of our processing activity is carried out on our behalf by third parties such as newsletter services and event booking platforms). We will never sell your data to a third party.

How Long Do We Keep Personal Data?

SSSK retains personal data in accordance with retention guidelines for the sector. We will keep information about you as long as we have a legitimate or legal reason to do so, including in order to comply with Charity Commission and Gift Aid requirements. We will try to ensure that the information we hold about you is up to date, reasonable and relevant. We retain details of our former volunteers indefinitely so that we can communicate with you as part of our alumnae community.

You may change your contact preferences at any time. We may also need to keep a record if you tell us that you do not want to hear from us anymore, so that we do not inadvertently add you to our mailing list in future.

What Are Your Rights?

You can tell us at any time that you do not wish to receive advocacy, fundraising or other information promoting our activities and events. You can change your communication preferences by contacting us or by following the online link in the communications we send to you. You have the right to withdraw consent where given. You have the right to access and understand personal data held about you, and in some cases ask for it to be erased or amended or have it transferred to others, or for the charity to stop processing it – but subject to certain exemptions and limitations which enable us to continue to be compliant with all Charity Commission and Gift Aid requirements.

If you wish to access or transfer data to another person or organisation, or you have another objection to how your personal data is used, you should put your request in writing to the Trustees (sssk@sssk.org.uk). The Trustees will endeavour to respond to any such written requests as soon as is reasonably practicable and, in any event, within statutory time-limits (which is one month in the case of requests for access to information).

We will endeavour to keep information we hold about you up to date and as accurate as possible. You can ask us to erase or correct any out of date, irrelevant or inaccurate information we hold about you (subject to certain limitations and exemptions under Data Protection Law).

Updates to Our Privacy Notice

We will review and update this Privacy Notice from time to time. Any substantial changes that affect how we process your personal data will be provided to you directly as far as is reasonably practicable. If you believe that we have not complied with this policy or acted otherwise than in accordance with Data Protection Law, you should contact the Trustees. You can also make a referral or lodge a complaint with the Information Commissioner's Office (ICO), although the ICO recommends that steps are taken to resolve the matter with the organisation before involving the regulator.

Contact

SSSK Trustees: sssk@sssk.org.uk