



## **Privacy Statement**

When you request information from Parents and Partnership, sign up to any of our services or buy things from us, PIP obtains information about you. This statement explains how we look after that information and what we do with it.

We have a legal duty under the General Data Protection Regulation 2018 to prevent your information falling into the wrong hands. We must also ensure that the data we hold is accurate, adequate, relevant and not excessive.

Normally the only information we hold comes directly from you. Whenever we collect information from you, we will make it clear which information is required in order to provide you with the information, service or goods you need. You do not have to provide us with any additional information unless you choose to. We store your information securely on our computer system, we restrict access to those who have a need to know, and we train our staff in handling the information securely.

Our services are delivered through our paid staff and volunteers. We will pass your contact details to them so that they can let you know what activities are available in your area.

If you have signed up to receive additional services to attend activities we will also pass your details to the professional worker providing that service.

We would also like to contact you in future to tell you about other services we provide, and ways in which you might like to be supported by PiP. We can only do this if you have given us explicit permission. You have the right to ask us to delete all and any information we hold on you – we will do this as soon as possible once you tell us. You can also contact us directly at any time to tell us not to send you any future communication material.

You have the right to a copy of all the information we hold about you (apart from a very few things which we may be obliged to withhold because they concern other people as well as you). To obtain a copy, write to PiP at the following address:

Parents in Partnership, 24-26 George Street, Croydon, CR0 1PB. We aim to reply as promptly as we can and, in any case, within the legal maximum of one month

