



Quiet Garden Trust

The Quiet Garden Trust Privacy policy

Introduction:

The privacy policy outlines our commitment to you concerning your personal data.

What is personal data?

Personal data covers any information that enables us to identify you as an individual. This information could include, name, address, telephone number, email address, credit card details or bank details (submitted when making a donation).

How do we use your personal data?

All information that we hold concerning you as an individual will be held and processed by The Quiet Garden Trust and Movement (QGT) in accordance with the provisions of data protection legislation.

Such data will be used by QGT to administer our relationship with you and to provide you with information about our activities.

We will respect your preferences to be included or not included in e-mail mail-outs and postal mailings. Please use the options within the emails to unsubscribe or contact us by email, telephone or by post using the contact details below.

We will also respect your preference for your photo not to appear in QGT publications, please contact us to express this preference.

We will only keep your details for as long as necessary, for details of this please see our data retention policy www.quietgarden.org/about/policies

Will we share your personal data?

We will not transfer your contact details to other charities or to other companies for their marketing purposes.

We will not, without your consent, supply your contact details or other personal data to any third party outside QGT except:

- Where we are required to do so by law.
- Where such a transfer is a necessary part of the activities that we undertake. For example, we may:
 - transfer your contact details to a mailing house or email platform provider in order to send out tailored emails to you.
 - transfer your name, address and the values of gifts that you have given us to HMRC in order to reclaim gift aid on your gifts.
 - share public details of Quiet Gardens provided by Hosts for this purpose.

If you are making a donation or payment with a Debit or Credit card via the QGT website, or by phone, we use companies who are experts in their field to do this.

For donations over the website we use Paypal . To read their privacy statement please click here:

<https://www.paypal.com/ie/webapps/mpp/ua/privacy-full>

Or Golden Giving – privacy policy here <https://www.goldengiving.com/privacy-policy>

Or CAF – privacy policy here
<https://www.cafonline.org/navigation/footer/privacy>

We will not, without your consent, supply your personal data to third parties in order to get individualised reporting on your capacity to make charitable donations (a practice known as wealth screening).

Use of cookies

At present we're only using cookies to collect Google Analytics - these collect anonymous data so we can see how popular (we hope) our site is and what people are interested in looking at.

Contacting us regarding your personal data

As an individual, you have a right under data protection legislation to obtain information from us, including a description of the data that we hold on you. Should you have any queries concerning this, please contact us using the contact details below.

Our contact details for data protection matters

Post: The Quiet Garden Trust, Copse End, Copse Lane, Jordans, Beaconsfield, HP9 2TA
Email: info@quietgarden.org
Telephone: 01494 578909

Changes to QGT privacy policy

This Privacy Policy may be updated from time to time so you may wish to check it each time you submit personal information to QGT. The date of the most recent revisions will appear on this page. If you do not agree to these changes, please do not continue to use the QGT website to submit personal information to QGT. If material changes are made to the Privacy Policy we will notify you by placing a prominent notice on the website.

Policy last updated – 13 March 2018