

# Data Protection Policy



**This policy covers the General Data Protection Regulations 2016 (GDPR) and the Privacy and Electronic Communication (EC Directive) Regulation 2003 (PECD).**

## **Who we are**

Variety, the Children's Charity is a UK wide charity that provides practical support for children and young people who are sick, disabled or financially disadvantaged. Variety, the Children's Charity is a Registered Charity in England and Wales number 209259 and in Scotland number SC038505. Variety Events Ltd (registered in England Company No 2280720) is a whole owned subsidiary and trades on behalf of the Charity.

## **Why we may collect your data**

You may at times be asked by us to supply personal information, particularly if you apply for financial support or attend our fundraising events. Personal information will also be required if you are taking part in a challenge event and a requirement for claiming Gift Aid. Personal information is anything that enables us to identify you in some way, such as your name, address and e-mail address.

All the data that we collect will only be used for the purpose stated at the point of collection. You are able to change your contact preferences at any time by contacting the Variety head office. It is important to us that we only contact you with your permission to do so.

Variety recognises that, due to the nature of what we do, some of the data we collect is deemed 'sensitive'. By this we mean information such as an individual's race, ethnic origin, politics, health or sexual orientation. Variety follows the requirements of Article 9.2 of the GDPR for processing sensitive data and staff processing sensitive data are given additional data handling training. This means that we will only ask you for sensitive information where we have a specific need to do so.

## **What your data will be used for**

If you supply such information, we are legally bound by the GDPR to ensure that such information is only used for the purpose for which it was requested and to ensure that the data we hold is secure.

## **Who we share our information with**

Variety does not rent or sell its data to any third party.

Occasionally Variety works in partnership with other carefully selected organisations with similar aims and objectives who can support our work. In the event that we share any personal data with a third party we will only provide the minimum data required and ensure that the third party complies with GDPR and understands their responsibilities for protecting your data beforehand.

If you apply to us for funding we will share the first name of your child, their city of residence, information on their condition and the items which are being applied for with trusts and other funders, in the direct pursuit of obtaining funding.

## **General Data Protection Regulations**

There are six data protection principles set out in the GDPR. These require that personal information must be:

1. Processed lawfully, in accordance with Article 6 of the GDPR, fairly and in a transparent manner;
2. Collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes;
3. Adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed;
4. Accurate and, kept up to date. Variety will take every reasonable step to ensure that personal data that is inaccurate is are erased or rectified without delay;
5. Kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed;
6. Processed in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures.

Additionally, Variety complies with the requirement that personal data may only be transferred outside of the EU in accordance with the conditions set out in Chapter 5 of the GDPR.

## **Compliance with the GDPR**

Compliance with the Act is a legal requirement. Variety ensures compliance by observing the six principles above, carrying out regular reviews of our data handling procedures and by maintaining an open and transparent relationship with our data subjects.

## **The Data Subjects Rights: Access to your information**

You may request a copy of any personal information that Variety has about you. Please write to the Executive Assistant to the CEO at the charity's head office address or email [gdpr@variety.org.uk](mailto:gdpr@variety.org.uk) with your specific request.

## **The Data Subjects Rights: Changes to your information**

Anyone wishing to change the information held about them by Variety e.g. changing your contact permission or to request that you record is removed entirely, must notify the charity in writing. This will be carried out in accordance with the requirements of the GDPR, in most cases immediately on notification, or no later than 28 days from receipt of notification.

## **Privacy and Electronic Communication (EC Direction) Regulation**

Variety applies best practice when carrying our marketing activity. The charity complies with the Regulations regarding telephone marketing, automated telephone calls, electronic mail and fax marketing.

## Our Contact details:

Address: Variety, the Children's Charity, Variety House, 93 Bayham Street, London, NW1 0AG

Telephone: 020 7428 8100

Email: [gdpr@variety.org.uk](mailto:gdpr@variety.org.uk)

For more information about GDPR see:

<http://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/>