**Old Floydians Community privacy notice**

Old Floydians Community (‘we’, ‘service’, ‘our website’, ‘our’), is a community for Alumni of Sir Henry Floyd Grammar school to connect with friends, share expertise and knowledge and support the school to continue the goal of providing the best education, facilities and opportunities.

This Privacy Policy tells you what personal information we collect, how we use it and where we store it.

Sir Henry Floyd Grammar school is part of Insignis Academy Trust (IAT) who are the data controller for the purposes of the General Data Protection Regulation. Sir Henry Floy Grammar school and IAT are both data processor’s who process data through this website.

This privacy policy is separate to the privacy policy of Sir Henry Floyd Grammar School website, which can be found [(here).](https://www.sirhenryfloyd.co.uk/about-us/privacy-policy/)

This privacy policy applies to the information we collects solely on the Old Floydian website about:

* Those who sign up to the Old Floydian online community

For the privacy notice that applies to the information, we collect when you visit our website please click [here](https://www.oldfloydians.co.uk/pages/8-privacy-policy) for our cookie policy.

**What data do we collect?**

When you subscribe to the Old Floydians online Community, we collect the following data:

* Personal identification information (Name, Email address, home address)
* phone number(optional)
* Date of Birth (optional)
* Employment information (Organisation name, Role within organisation)
* Year of Graduation from Sir Henry Floyd Grammar School
* Interests (Networking, reunions, mentoring, careers, events, volunteering, school news) (optional)

**How do we collect your data?**

You provide Old Floydians with the data we collect. We collect data and process data when you:

* Subscribe online
* Voluntarily complete a customer survey
* Provide feedback
* Sign up to events
* Donate to the school via our website (gocardless [privacy policy here](https://gocardless.com/privacy/))
* Sign up to volunteer at the school
* Use or view our website via your browsers cookies ([cookie policy](https://www.oldfloydians.co.uk/pages/8-privacy-policy))

Old Floydians may also retrieve/ receive your data from the following sources:

* LinkedIn- messaging connections to Sir Henry Floy Grammar school through LinkedIn to promote sign up to our website.

**How will we use your data?**

The purpose of the Old Floydians to collects your data so that we can:

* Manage your account
* Email or call you with specific services, alumni-only events, networking opportunities, fundraising campaigns
* Offer job opportunities
* Create members only visible online directory

If you agree, our service will share your email your email, phone (optional) and year of graduation with other members of the online community

The lawful basis for this is **consent**

**How do we store your data?**

We store your data securely on internal drives to Sir Henry Floyd grammar school. This is only accessible to those who have gone through rigorous safer recruitment process including DBS checks. This data is stored securely on locked software in secure buildings.

Our website provider securely stores your data in order to provide this platform please see whitefuse privacy policy for how they do this: [Whitefuse.com/privacy-policy](https://www.whitefuse.com/privacy-policy)

Our service will keep your data for as long as you are subscribed to our services. In unsubscribing from our services your data will be deleted from all platforms.

To unsubscribe please log in to your user account and deactivate, or click [here](mailto:sbowers@shfgs.co.uk?subject=UNSUBSCRIBE%20from%20OldFloydians.co.uk) to request we unsubscribe you and remove your data.

**What are your data protection rights?**

Our service would like to make sure you are fully aware of all of your data protection rights.

Every user is entitled to the following:

**The right to access**- You have the right to request Our service for copies of your personal data.

**The right to rectification**- you have the right to request that Our service correct any information you believe is inaccurate. You also have the right to request Our Company to complete information you believe is incomplete.

**The right to erasure-** You have the right to request that Our service erase your personal data.

**The right to restrict processing-** You have the right to request that Our service restrict the processing of your personal data.

**The right to object to processing**- You have the right to object to Our service processing of your personal data, under certain conditions

**The right to portability-** You have the right to request that Our service transfer the data we have collected to another organisation, or directly to you.

If you make a request, we have one month to response to you.

If you would like to exercise any of these rights, please contact us:

Email: [Office@shfgs.co.uk](mailto:Office@shfgs.co.uk)

Call us on:01296 424781

**Cookies**

Please see the cookies policy for this website available here: [Cookies policy](https://www.oldfloydians.co.uk/pages/8-privacy-policy)

**Privacy policies of other websites**

The Old Floydian website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

This website is powered by whitefuse their privacy policy is available [here.](https://www.whitefuse.com/privacy-policy)

**Changes to our privacy policy**

The Old Floydian website privacy policy is kept under regular review and places updates on this webpage.

This privacy policy was last updated on 14 April 2021.

**How to contact us**

If you have any questions about the Old Floydian privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email: office@sirhenryfloyd.co.uk

Phone: 01296 424781

DPO: nicola@schoolsdpo.com

**How to contact the appropriate authority**

Should you wish to report a complaint or if you feel that Our Company has not addressed your concern in a satisfactory manner, you may contact the Information Commissioners Office.

Email: https://ico.org.uk/make-a-complaint/

Phone: 0303 123 1113