

# **Old Wirralians Alumni Association Online Community**

## **Privacy Policy**

Old Wirralians Alumni Association ('we', 'service', 'our website', 'our'), is a community for the Alumni of Wirral Grammar School for Boys (WGSB) to connect with friends, share expertise and knowledge and support the school to continue the goal of providing the best education, facilities and opportunities.

Alumni are made up of former students, staff and governors.

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

WGSB is the data controller for the purposes of the General Data Protection Regulation. WGSB is the data processor who processes data through this website.

This privacy policy is separate to the privacy policy of Wirral Grammar School website.

This privacy policy applies to the information we collect solely on the Old Wirralians Alumni Association website about: Those who sign up to the Old Wirralian Alumni Association.

For the privacy policy that applies to the information we collect when you visit our website please click [here](#) for our cookie policy.

### **What data do we collect?**

When you subscribe to the Old Wirralians Alumni Association Online Community, we collect the following data:

- Personal identification information (Name, Email address, home address)
- Phone number(optional)
- Role whilst at WGSB
- Year of Graduation from WGSB
- WGSB house
- Current Work Area (Organisation name, Role within organisation)
- Interests (optional)

### **How do we collect your data?**

You provide Old Wirralians Alumni association 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](#)) (Stripe [Privacy Policy here](#))
- Sign up to volunteer at the school
- Use or view our website via your browsers cookies [\(cookie policy\)](#)

### **How will we use your data?**

We collect your data so we can:

- Manage your account.
- Email or call you with specific services, alumni-only events, networking and volunteering opportunities, fundraising campaigns.

- Create a members only visible online directory.

If you agree, our service will share your email, phone (optional) and year of graduation with other members of the Old Wirralians Alumni Association.

The lawful basis for this is **consent**.

### **How do we store your data?**

Data is stored either in Microsoft Cloud using O365 based in the UK data Centre or on our local Secure Storage Array using VMWare in a secure room. O365 uses end to end encryption and all staff have two factor authentication enforced when not on the school network.

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

Our service will keep your data for as long as you are subscribed to our services. When you unsubscribe 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](#) 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 your data protection rights.

Every user is entitled to the following:

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

**The right to rectification-** you have the right to request that we correct any information you believe is inaccurate.

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

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

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

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

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

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

Email: [alumni@wirralgrammarboys.com](mailto:alumni@wirralgrammarboys.com)

Call us on:0151 644 0908

### **Cookies**

Please see the cookies policy for this website available [here](#)

### **Privacy policies of other websites**

The Old Wirralians Alumni Association website may contain 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 White Fuse, their privacy policy is available [here](#).

### **Changes to our privacy policy**

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

This privacy policy was last updated on 22/6/23.

### **How to contact us**

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

Email: [alumni@wirralgrammarboys.com](mailto:alumni@wirralgrammarboys.com)

Phone: 0151 644 0908

Data Protection Officer: Satswana

Suite G12, Ferneberga House, Alexandra Rd, Farnborough, Hampshire, GU14 6DQ

[info@satswana.com](mailto:info@satswana.com)

01252 759177

### **How to contact the appropriate authority**

Should you wish to report a complaint or if you feel that we have not addressed your concern/s in a satisfactory manner, you may contact the Information Commissioners Office.

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

Helpline: 0303 123 1113

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