

HYSTS – Data Protection 2018

HYSTS is committed to protecting our users' privacy. The Data Protection Act 1998 has been replaced by the General Data Protection Regulation (GDPR) and the Data Protection Act 2018.

The General Data Protection Regulation (GDPR) came into force on 25 May 2018. The GDPR is the new EU data protection law which aims to improve protection of your personal data, which is data that directly or indirectly identifies you.

What information does HYSTS hold and why? – We hold some of your personal data, including Email addresses, to enable a selected few personnel within HYSTS to manage the Scheme effectively. This information is derived from:

- A completed Gift Aid form – Name, address, phone numbers and in some cases, the bank details of individuals.
- A Young Person's application – Name, age, limited medical information and contact details of those with parental responsibility.
- Details held on Volunteers – Name, RYA qualifications, self disclosure and references forms, next of kin, and from the DBS certificate: age, place of birth and address.
- Details held on Senior Instructors – Name, next of kin, RYA qualifications, bank details and from the DBS certificate: age, place of birth and address.

You have certain Individual rights, these are:

- the right to be informed;
- the right of access;
- the right to rectification;
- the right to erasure;
- the right to restrict processing;

- the right to data portability;
- the right to object; and
- the right not to be subject to automated decision-making including profiling.

Protecting your personal information – This is achieved by the following methods:

- By keeping physical documents locked in a steel cabinet.
- By restricting who has access to personal data.
- By guarding access to computer files by password.

Is my consent necessary? Consent would be appropriate if HYSTS could offer you a real choice and control over how we use your data. But, we cannot offer a genuine choice because the personal data we hold is required to efficiently operate the Scheme so consent is not appropriate.

Sharing your personal information – Apart from irregular requests for names and qualifications from Hampshire County Council, HYSTS does not share your information with others.

How long does HYSTS hold my information? We hold your information for as long as you are associated with the Scheme. After that time your personal data will be destroyed.

HYSTS Website – The website privacy and cookie policies can be found on the website's home page.

Who do I contact? If you have a concern about the way we are collecting or using your personal data, you should raise your concern with the HYSTS Principal.

Notes:

1. It is widely recognised that GDPR is an evolutionary process and therefore HYSTS's Data Protection Policy will be subject to change.
2. For additional information visit: www.ico.org.uk