

HI Park Primary PTFA

Privacy Statement for Collecting Gift Aid Information

This privacy statement has been established to give a clear explanation of our data processing practices to safeguard you and your personal information.

Our promise to you

We want to ensure that you understand and are comfortable with how we use your data. We promise to respect any personal data that you consent to share with us.

Our details

HI Park Primary PTFA is a Charitable Incorporated Organisation (CIO) registered at the Charity Commission under charity number 1096921. Under data protection legislation, the CIO is the Data Controller, and the Treasurer serves as our Data Protection Officer.

What data we collect and why

On the Gift Aid declaration, we collect your name, address, and signed declaration. This enables the PTFA to reclaim tax on your donation as a UK taxpayer, effectively increasing its value.

Who we share your data with

Your information will be stored electronically, password-protected, and accessible only to Committee Trustees. The data will be held for legitimate use by HI Park Primary PTFA in line with HMRC guidance. The data will not be shared or sold to any third party for marketing purposes.

Storing and retaining your information

We will review the information we hold in line with HMRC guidance and delete any data that is no longer required.

Your rights regarding your data

You have the right to request what personal information we are storing and ask us to amend it if any of the information is inaccurate. If you are concerned about the way your information is being handled, please speak to our Data Protection Officer. If you are still unhappy, you have the right to complain to the Information Commissioner's Office.

Future changes to our privacy policy

From time to time, it might be necessary to make changes to this privacy statement and this will be made available upon request. If we make any significant changes to how we use your data, we will contact you directly and clearly reflect these changes in the privacy statement.

For further information about privacy and data consent, please visit the Information Commissioner's Office website at www.ico.org.uk