

# BRACE

## Privacy Notice

*Last updated: 14.09.26*

BRACE is committed to protecting your privacy and handling your personal data responsibly. This Privacy Notice explains what personal information we may collect, why we collect it, how we use and protect it, and your rights in relation to your personal data.

### 1. Who we are

BRACE is a volunteer-led community organisation focused on practical projects that strengthen our community across the Cain and Tanat Valleys, whilst tackling the environmental, social and financial challenges we face today. BRACE is a network of local people turning good ideas into action, building resilience from the ground up.

For the purposes of data protection legislation, BRACE is the organisation responsible for deciding how and why your personal data is processed.

If you have any questions about how we use your personal data, please contact us at:

**Email:** [brace.committee@gmail.com](mailto:brace.committee@gmail.com)

### 2. What personal data we may collect

Depending on how you interact with BRACE, we may collect information such as:

- your name;
- email address;
- telephone number;
- postal address;
- information you provide when volunteering or participating in BRACE activities or events;
- correspondence and communications between you and BRACE; and
- photographs, where applicable and where we have an appropriate basis for using them and/or your permission.

**We will only collect personal data that is relevant and necessary for the purposes for which we are using it.**

### 3. How we use your personal data

We may use personal data to:

- communicate with you about BRACE activities, events and projects;
- organise and administer events and activities;
- manage volunteers and volunteer activities;
- respond to enquiries and requests;
- maintain appropriate records of BRACE activities;
- send information or updates where this is appropriate and permitted by law;
- meet legal, regulatory or insurance requirements; and

- protect the rights, safety and property of BRACE, its volunteers and participants.

#### 4. Our lawful basis for using your personal data

Data protection law requires us to have a lawful basis for processing personal data.

Depending on the circumstances, BRACE may rely on one or more of the following lawful bases:

- **Consent** - where you have given us permission to use your personal data for a particular purpose;
- **Legitimate interests** - where using your personal data is necessary for BRACE's legitimate activities and those interests are not overridden by your rights;

Where we rely on consent, you can withdraw your consent at any time.

#### 5. Who we may share your personal data with

We will not sell your personal data and will not share your personal data with other organisations or individuals without your permission.

#### 6. How we protect your personal data

BRACE takes reasonable and proportionate steps to keep personal data secure and to prevent it from being lost, misused, accessed without authorisation or disclosed inappropriately.

Access to personal data will be limited to people who need it for BRACE activities.

#### 7. How long we keep your personal data

We will not keep personal data for longer than is necessary for the purpose for which it was collected.

When personal data is no longer required, we will take reasonable steps to securely delete or destroy it.

#### 8. Your rights

Under data protection law, you have a number of rights in relation to your personal data. Depending on the circumstances, these include the right to:

- ask us for a copy of the personal data we hold about you;
- ask us to correct inaccurate or incomplete information;
- ask us to delete your personal data;
- ask us to restrict how we use your personal data;
- object to certain uses of your personal data;
- withdraw consent;
- complain to the Information Commissioner's Office (ICO) if you are unhappy with how we have handled your personal data.

If you would like to exercise any of these rights, please contact us at [brace.committee@gmail.com](mailto:brace.committee@gmail.com).

#### 9. Cookies and our website

Our website may use cookies or similar technologies that are necessary for the website to function. We do not use cookies for advertising or to track you across other websites.

## 10. Changes to this Privacy Notice

We may update this Privacy Notice from time to time to reflect changes in how we use personal data or changes in relevant legislation or guidance.

The latest version will always be available on the BRACE website.

## 11. Contact us

If you have any questions about this Privacy Notice or how BRACE handles your personal data, please contact:

### **BRACE**

**Email:** [brace.committee@gmail.com](mailto:brace.committee@gmail.com)

You also have the right to complain to the Information Commissioner's Office (ICO), the UK's independent regulator for data protection.

### **Information Commissioner's Office**

**Website:** <https://ico.org.uk/>

**Telephone:** 0303 123 1113