



GDPR Personal Data information sheet for accompanied users

What details do we process?

We process the name, age, gender, special needs, county and local Authority information of all users who use the playground accompanied by a carer (family or group).

On what legal basis do we process this information?

We will process our users' personal data for reasons of *legitimate interest*, which means that you will not be required to give consent.

Why do we need it?

We use this data for 2 reasons:

1. To help us to fund the Playground. As a charity we have to raise running costs in excess of £350,000 per year. We use the statistics derived from yours and other user's personal data to complete funding applications and to provide statistics to potential donors. In order for this data to be accurate it needs to be held as individual personal data.
2. To help us provide the very best services for you. We want your visits to be as safe, enjoyable and stress-free as possible, we always try to ensure a good mix of users on site at any time - similar ages and abilities etc. and using this information enables us to target our resources where they will make the most difference to you.

We will never use any attributable data in funding applications or in supporting documents. All data used for these applications is in statistical form only.

We will never disclose or use any personal data held by us, unless we are legally required to do so or for legitimate safeguarding reasons, without additional explicit consent from you.

Data Sharing Agreement with visiting Groups / Organisations

If you are a group / organisation using the Playground you will be sent a data Sharing Agreement to sign in order that you can provide us legally with the Personal Data of the children attending with you.



Registered Charity No. 278336

THAMES VALLEY ADVENTURE PLAYGROUND

for children & adults with special needs

Bath Road, Taplow, Maidenhead, Berkshire, SL6 0PR Tel: 01628 628599 Website: www.tvap.org.uk

How will we hold your personal data?

The personal data of the users will be held on our database. This is password protected and access is very restricted. The information is backed up to a secure offsite server within the EEA. Any paper forms are shredded immediately that the information is transferred to the database.

How long will we keep it for?

We will hold the data on accompanied users for a period of 5 years from either the date of the child's last visit or 5 years from receipt by us of a valid stop processing request.

Can I see the details that you hold on any children in my care?

Of course – Just email gary@tvap.co.uk and ask for a data access form, once verified as the legal guardian of the data subject you will be shown all data held by us about that child/user.

Can I object to you processing my child's personal data?

We hope that you don't, but if you wish us to stop processing your child's data please send an email to gary@tvap.co.uk with this instruction. We will send you a form to fill in and you will need to prove that you are the legal guardian. Once this has been verified we will suspend processing of your child's data from this date whilst we deal with your request. We will continue to hold all existing data prior to this date in accordance with current legislation and our Privacy Policy.

Privacy Policy

All personal data is held in accordance with GDPR regulations and our Privacy Policy. A copy of our privacy policy is available from the Playground, on our website or you may request that a copy be sent to you electronically.