

GDPR Privacy Statement for Members



Child Autism UK is committed to protecting and respecting your privacy.

This Policy explains when and why we collect personal information about people who become members of Child Autism UK. This Policy explains how we use your information and the conditions under which we may disclose it to others and how we keep it secure.

Our Data Protection Officer is Mandy Williams; any questions regarding this Policy and our privacy practices should be sent to her by email at info@childautism.org.uk or by phoning 01344 882248.

How do we collect information from you?

We obtain information about you as soon as you apply for membership, this may be through the website or by phone, email or letter.

What type of information is collected from you?

The personal information we collect will include contact information such as your name, address, email address, phone number. We will also record whether you wish to be contacted or not and which type of member you are e.g. parent, professional, associate, tutor

How is your information used?

Child Autism UK has a legal requirement to keep member's details. Child Autism UK is a company limited by guarantee and a registered Charity. It is owned by the members who each hold a £10 share. Each member of the charity undertakes to contribute an amount not exceeding £10 if the charity/company is wound up. You have legal rights as a member to receive the annual report, attend the Annual General Meeting and other General Meetings called by members or trustees. You may submit resolutions for debate and vote on issues or appoint a proxy to vote for you. You can nominate, stand for election as a director/trustee and vote for trustees / directors of the company/charity etc.

If you have indicated that you are happy to be contacted we may send you information such as newsletters or let you know about events such as dinners.

If you are a tutor member your details may be shared with clinical staff and families in your area if you have given your consent.

If you are a parent member your details may be shared with local families who are interested in talking to another family if you have given your consent

Who has access to your information?

We will never disclose your information to people outside of Child Autism UK unless legally required to do so by an official authority such as the police or you have given your consent.

Third Party Service Providers working on our behalf

We may pass your information to our third party service providers, agents subcontractors and other associated organisations for the purposes of completing tasks and providing services to you on our behalf (for example to process donations and send you mailings). However, when we use third party service providers, we disclose only the personal information that is necessary to deliver the service and we have a contract in place that requires them to keep your information secure and not to use it for their own direct marketing purposes. Please be reassured that we will not release your information to third parties beyond the Child Autism UK for them to use for their own direct marketing purposes, unless you have requested us to do so, or we are required to do so by law, for example, by a court order or for the purposes of prevention of fraud or other crime.

Your choices and rights

You have a choice about whether or not you wish to receive information from us. We will not contact you if you do not want to receive information such as newsletters from us.

You have the right to withdraw consent at any time and can change your preferences by contacting us by email: info@childautism.org.uk or telephone on 013344 882248.

How you can access and update your information

The accuracy of your information is important to us. We're working on ways to make it easier for you to review and correct the information that we hold about you. In the meantime, if you change email address, or any of the other information we hold is inaccurate or out of date, please email us at: info@childautism.org.uk, or telephone on 013344 882248.

You have the right to ask for a copy of the information Child Autism UK hold about you.

Security precautions in place to protect the loss, misuse or alteration of your information

When you give us personal information, we take steps to ensure that it's treated securely. Any personal information is encrypted, and password protected.

Non-sensitive details (your email address etc.) that you send us via email can never be guaranteed to be 100% secure. As a result, while we strive to protect your personal information, we cannot guarantee the security of any information you transmit to us, and you do so at your own risk. Once we receive your information, we make our best effort to ensure its security on our systems. If you have a password to access protected clinical reports or which enables you to access member parts of our website, you are responsible for keeping this password confidential. We ask you not to share your password with anyone.

How long do we retain your data?

We are legally required to keep records of members while the organisation exists.

Concerns

If you have a concern about the information we hold which you have raised with us and are not satisfied with the response. You have the right to lodge a complaint with the ICO at www.ico.org.uk.