



Potters Fields Park Management Trust Privacy and Data Protection Notice

Potters Fields Park Management Trust (PFPMT) takes your privacy very seriously.

Thank you for visiting the Potters Fields Park website and for taking the time to review our Privacy Policy. The policy outlines your privacy protections whilst browsing the Potters Fields Park website only and does not apply to any affiliate or linked organisation's websites.

PFPMT may change this policy from time to time by updating this page. You should check this page from time to time to ensure you are happy with any changes. This policy was last updated on 13th January 2020.

We ask that you read this Privacy Policy because it gives important information about:

- The types of information that we gather from your access to the website;
- How we gather, use and (ultimately) delete personal information and sensitive personal information in accordance with data protection principles;
- Your rights and how to control your personal information.

What we collect:

We may collect the following information

- The name of the domain (The Internet Protocol [IP] address and the associated name of a specific network attached to the Internet) from which you have accessed the internet;
- The date and time you accessed the site;
- The Internet address of the website from which you linked;
- The pages you viewed whilst visiting the Potters Fields Park website.

Potters Fields Park Management Trust does not collect personal information about you (name, mailing address, phone, email address) unless you choose to provide that information by sending an email, requesting a publication, completing a survey or signing up receive information in our newsletter.

Cookies

Our website uses cookies. Cookies are text fields placed on your computer to collect standard internet log information and visitor behaviour information. These cookies allow us to distinguish you from other users of the website, which helps us to provide you with a positive experience when you browse

our site. These cookies enable us to analyse web traffic data which, in turn, allow us to improve our website on user experience.

Cookies help us to provide you with a better website, by enabling us to monitor which pages you find useful and which you do not. A cookie does not give us access to your computer or any information about you. You can choose to accept or decline cookies; most web browsers automatically accept cookies, but you can modify your browser settings to alter this if you prefer.

What we do with the information we gather:

We require this information on browsing habits to better understand your needs and provide you with a better service, and for the following reasons:

- Internal record keeping
- To respond to your requests and provide you with appropriate information
- To improve our services

We do not store this data in excess of 12 months, after which any data is destroyed under GDPR 2018 storage limitations.

PFPMPT will never ask for personal data that is not necessary to fulfil our above purposes and cannot further use personal data for other purposes that are not compatible with the above purposes.

Newsletters/Mailing Lists

Users can opt in to the PFPMPT mailing list. Through this service, PFPMPT may send you news and information on topics of interest to you. You have the option of subscribing to the PFPMPT mailing list on our website, or by emailing requests to info@pottersfields.co.uk.

We will not share your personal data with third parties unless you have given us consent to do this. We will not transfer any personal data outside the European Economic Area (EEA) which comprises the countries of the European Union and Iceland, Lichtenstein and Norway.

Upon signing up to our mailing lists we may use your details to send you information about PFPMPT, periodically send promotional emails, and contact you for market research purposes, if you have given consent.

Security

PFPMPT is committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, PFPMPT have installed rigorous physical, electronic and managerial procedures to safeguard and secure the information we collect online.

PFPMPT does not process any 'special category data' (i.e sensitive personal data).

Links to other websites

Our website may contain links to other websites of interest. A link does not constitute endorsement of the content, viewpoints, accuracy, opinions, policies, products, services or accessibility of that website. Potters Fields Park Management Trust is not responsible for other website privacy policies, which may be different from ours.

PFPMPT cannot be held responsible for the protection and privacy of any information which you provide whilst visiting such sites, as they are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

Your rights and controlling your personal information

You may choose to restrict the collection or use of your personal information in the following ways:

- Whenever you are asked to fill in a form on the website, you will be able to click a check box to indicate you consent to for the information being used by PFPMPT for direct marketing purposes;
- If you have previously agreed to us using your personal information for direct marketing purposes, you may change your mind at any time by emailing us at info@pottersfields.co.uk or clicking 'unsubscribe' at the bottom of any newsletter or email.
- We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required by law to do so.
- PFPMPT ensures that any personal data is accurate and up to date, having regard to the purposes for which it is processed, and correct if not.

You may request details of personal information we hold about you free under the General Data Protection Regulation 2018.

If you would like a copy of the information held about you, or have any other questions about this notice, please write to our registered office at:

Potters Fields Park Management Trust
Tanner Place
54-58 Tanner Street
London SE1 3PH

E: info@pottersfields.co.uk