

Flicka Foundation Horse and Donkey Sanctuary

Privacy Notice for Fosterers and Potential Fosterers: how we collect and use your information

1. Introduction

This Privacy Notice applies to individuals who are fostering an animal or animals for the Flicka Foundation (“fosterers”) and individuals who have expressed an interest in fostering an animal or animals for the Flicka Foundation (“potential fosterers”).

This document gives you information about:

- The types of information that we collect about you
- How we collect and use it
- Who we might share it with
- The steps we’ll take to make sure it stays private and secure
- Your rights to your information

We have produced this statement in the context of the General Data Protection Regulation (GDPR) which comes into effect on 25 May 2018 and applies to all organisations, including us.

2. Who we are

When we say “we”, we mean Flicka Foundation Horse and Donkey Sanctuary. We are the “data controller” for the information referred to in this statement. This means we are responsible for deciding how we can use your information within the context of the GDPR.

3. The information we collect

We collect information about you in the following ways:

- Directly from you (for example when you make initial contact with us or subsequently when we request further information)
- From another person on your behalf

We will only collect your information in line with relevant regulations and law. We will only collect the information that we need in relation to the operation of the Flicka Foundation.

You are responsible for ensuring that the information that you give us is accurate and up to date.

4. How we will use your information

We will use your information to contact you relating to potential or existing fostering arrangements. We will do this where you have agreed to it (that is, using the lawful basis of “consent” under GDPR 2018).

5. Who we will share your information with

We never normally share any personal information about our fosterers or potential fosterers with any other charity or commercial operation. If we did need to share your information (for example, with another animal welfare charity), we would seek your explicit agreement before doing so.

We do occasionally share contact details of potential fosterers with current owners needing to give up an animal, or vice versa, if you have given us your explicit consent to do so – so that you can discuss potential fostering arrangements.

6. How long we will keep your information

We will keep your information as long as you continue to have a relationship with us, that is, while you are fostering an animal for us or we are trying to match you with a suitable animal to foster. Once our relationship with you (including any further fosterings) has ended, we will delete your information within six months. You have a right to ask for your information to be erased or amended – please see section 8 below.

7. Security

We ensure that your information is held securely, whether in digital or paper form. Access to any personal information which we hold is restricting to a small number of employees and trustees who have a legitimate business reason for accessing and processing the information. We use both physical and electronic means of security (locks, passwords etc) to ensure that the places where we collect, store, access and process the information are secure. We do not transfer or store any personal information outside the European Economic Area (which is where the GDPR applies).

8. Your rights

You have the following rights relating to your information:

- The right to see what information we hold about you
- The right to ask us to update incorrect or incomplete details
- The right to ask us to share your information with someone else
- The right to ask us to delete your information
- The right to restrict or object to our use of your information
- The right to make a complaint.

In each case, we will respond to your request within a month. To exercise any of these rights, please write to Flicka at Penty Noweth Farm, Trenoweth Lane, Mabe Burnthouse, Penryn, Cornwall, TR10 9JB, email to info@flickafoundation.org.uk or phone 01326 373601.