PN0070 Holiday Activities and Food Privacy Notice

- Your contact details
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- St Barnabas CE Primary
- Stuart Brooks Health & Fitness
- o Sunflowers Holiday Club
- o The Bug Club
- o The Commandery
- o The World Outside
- o Upton upon Severn CofE
- WCC Adult Learning
- o Witley Wrap
- o Wolverley CE Secondary School
- o Worcester Community Trust
- Worcester Live Charitable Trust
- o YMCA Tenbury, Kidderminster & Trinity
- o YMCA Worcestershire Malvern & Redditch

Information will only ever be shared when it is strictly necessary to help us provide effective services and you may have the right to refuse. We will not pass it onto any other parties unless required to do so by law or in all reasonable circumstances the disclosure is fair and warranted for the purposes of processing or subject to a data protection exemption.

We have specific data sharing agreements in place with local agencies and sometimes the law requires that we may have to pass your details on to a third party, for example, to prevent crime.

## How long we will hold your information

We will keep your data until the end of the HAF programme including the monitoring requirements we have to undertake for the Department for Education. More information about our retention periods can be found in our summary Disposal Schedule.

Please note stated retention periods may be subject to any legal holds imposed under the Inquiries Act 2005 that may concern the information and override standard retention periods.

## Your information rights

You are entitled to a copy, or a description, of the personal data we hold that relates to you, subject to lawful restrictions. Please go to our <u>Make a Data Protection Request webpage</u> to find out how to make a request.

You may be entitled to rectification, restriction, objection, and erasure of your personal information depending on the service and legal basis. Please in the first instance contact <a href="mailto:dataprotection@worcestershire.gov.uk">dataprotection@worcestershire.gov.uk</a> to exercise these Information Rights or call the main Worcestershire County Council contact telephone number of **01905 765765**.

Please see our overarching Privacy Notice (<a href="http://www.worcestershire.gov.uk/privacy">http://www.worcestershire.gov.uk/privacy</a>) for further information known to be to be the content of the