

Privacy Policy

Young Minds Matter ("We") are committed to protecting and respecting your privacy.

This policy (together any other documents referred to on it) sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us. Please read the following carefully to understand our views and practices regarding your personal data and how we will treat it.

The rules on processing of personal data are set out in the Data Protection Act 2018, which is the UK's implementation of the General Data Protection Regulation (the "GDPR").

1. Definitions

Data controller - A controller determines the purposes and means of processing personal data.

Data processor - A processor is responsible for processing personal data on behalf of a controller.

Data subject - A natural person

Categories of data: Personal data and special categories of personal data

Personal data - The GDPR applies to 'personal data' meaning any information relating to an identifiable person who can be directly or indirectly identified in particular by reference to an identifier (as explained in Article 6 of GDPR). For example name, passport number, home address or private email address. Online identifiers include IP addresses and cookies.

Special categories personal data - The GDPR refers to sensitive personal data as 'special categories of personal data' (as explained in Article 9 of GDPR). The special categories specifically include genetic data, and biometric data where processed to uniquely identify an individual. Other examples include racial and ethnic origin, sexual orientation, health data, trade union membership, political opinions, religious or philosophical beliefs.

Processing - means any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.

Third party - means a natural or legal person, public authority, agency or body other than the data subject, controller, processor and persons who, under the direct authority of the controller or processor, are authorised to process personal data.

2. Who are we?

Young Minds Matter is the data controller. This means we decide how your personal data is processed and for what purposes. Our contact details are: Young Minds Matter, 1 Byron Road, Stratford-upon-Avon, Warwickshire CV37 7JP. For all data matters contact our data representative using the details above.

3. The purpose(s) of processing your personal data

We use your personal data for the following purposes:

- To deliver safe and effective services to young people
- To deliver services relating to the hosting of events (for example, supplying you with tickets)
- To facilitate our fundraising activities (for example, Gift Aid declarations)
- To operate our website

4. The categories of personal data concerned

With reference to the categories of personal data described in the definitions section, we process the following categories of your data:

- Personal data (for example, your name, gender, date of birth, school/college (if applicable))
- Special categories of data (for example, information about your physical or mental health if supplied to us by you or by the person or organisation that requested services for you.)

We have obtained your personal data from a service request form completed by the person or organisation that requested services for you and, once the service has started, from you during the delivery of that service.

5. What is our legal basis for processing your personal data?

a) Personal data (article 6 of GDPR)

Our lawful basis for processing your general personal data:

Processing necessary for the purposes of the legitimate interests of the data controller or a third party, except where such interests are overridden by the interests or fundamental rights or freedoms of the data subject	To deliver safe and effective services to young people and others
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b) Special categories of personal data (article 9 of GDPR)

Our lawful basis for processing your special categories of data:

Processing necessary to protect the vital interests of a data subject or another individual where the data subject is physically or legally incapable of giving consent	This relates to data supplied to us by the person or organisation that requested services for you prior to us agreeing to provide services for you
Processing relates to personal data manifestly made public by the data subject	This relates to data provided to us by you during the delivery of our services to you

More information on lawful processing can be found on the [ICO website](#).

6. Sharing your personal data

Your personal data will be treated as strictly confidential, and will be shared only with your Young Minds Matter service provider and, if required to facilitate delivery of a safe and effective services, our small administrative team.

7. How long do we keep your personal data?

We keep your personal data for no longer than reasonably necessary and we only retain your data either in limited form to record that you received a service from us or in more detailed form in the case of any legal claims/complaints or child protection purposes etc.

8. Providing us with your personal data

You are under no statutory or contractual requirement or obligation to provide us with your personal data but failure to do so could result in us not offering services to you or stopping an existing service.

9. Your rights and your personal data

Unless subject to an exemption under the GDPR, you have the following rights with respect to your personal data:

- The right to request a copy of the personal data which we hold about you;
- The right to request that we correct any personal data if it is found to be inaccurate or out of date;
- The right to request your personal data is erased where it is no longer necessary to retain such data;
- The right to withdraw your consent to the processing at any time, where consent was your lawful basis for processing the data;
- The right to request that we provide you with your personal data and where possible, to transmit that data directly to another data controller, (known as the right to data portability), (where applicable i.e. where the processing is based on consent or is necessary for the performance of a contract with the data subject and where the data controller processes the data by automated means);
- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing;
- The right to object to the processing of personal data, (where applicable i.e. where processing is based on legitimate interests (or the performance of a task in the public interest/exercise of official authority); direct marketing and processing for the purposes of scientific/historical research and statistics).

10. Transfer of Data Abroad

We do not transfer personal data outside the EEA.

11. Automated Decision Making

We do not use any form of automated decision making in our business.

12. Website

Our website address is: ymm.org.uk

What personal data we collect and why we collect it

Comments

When visitors leave comments on the site we collect the data shown in the comments form and also the visitor's IP address and browser user agent string to help spam detection.

An anonymised string created from your email address (also called a hash) may be provided to the Gravatar service to see if you are using it. The Gravatar service Privacy Policy is available here: <https://automattic.com/privacy>. After approval of your comment, your profile picture is visible to the public in the context of your comment.

Media

If you upload images to the website, you should avoid uploading images with embedded location data (EXIF GPS) included. Visitors to the website can download and extract any location data from images on the website.

Cookies

If you leave a comment on our site you may opt in to saving your name, email address and website in cookies. These are for your convenience so that you do not have to fill in your details again when you leave another comment. These cookies will last for one year.

If you edit or publish an article, an additional cookie will be saved in your browser. This cookie includes no personal data and simply indicates the post ID of the article you just edited. It expires after 1 day.

Embedded content from other websites

Articles on this site may include embedded content (e.g. videos, images, articles, etc.). Embedded content from other websites behaves in the exact same way as if the visitor has visited the other website.

These websites may collect data about you, use cookies, embed additional third-party tracking, and monitor your interaction with that embedded content, including tracking your interaction with the embedded content if you have an account and are logged in to that website.

Analytics

We use Google Analytics to track web traffic to our website.

13. Further processing

If we wish to use your personal data for a new purpose, not covered by this Data Privacy Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions.

14. Changes to our privacy policy

Any changes we may make to our privacy policy in the future will be made available through our usual communication channels (e.g. our website) and, where appropriate, communicated directly to you.

15. How to make a complaint

To exercise all relevant rights, queries or complaints please in the first instance contact our data representative using the following contact details: Young Minds Matter, 1 Byron Road, Stratford-upon-Avon, Warwickshire CV37 7JP.

If this does not resolve your complaint to your satisfaction, you have the right to lodge a complaint with the [Information Commissioners Office](#) on 03031231113 or via email <https://ico.org.uk/global/contact-us/email/> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF, England.