



Privacy Policy

At CILPK, we are committed to protecting and respecting your privacy. This Policy explains when and why we collect personal information about our members and people who are involved in the organisation, how we use it, the conditions under which we may disclose it to others and how we keep it secure. By providing your personal details you're agreeing to be bound by this Policy. Any questions regarding this Policy and our privacy practices should be sent by email to info@cilpk.org.uk, or to our offices at 90 Tay Street, Perth, PH2 8NP, 01738 587282.

This privacy notice tells you about the information we collect from you when you become a member of CILPK or are involved in the organisation.

In collecting this information, we are acting as a data controller and, by law, we are required to provide you with information about us, about why and how we use your data and about the rights you have over the data.

Who Are We?

Centre For Inclusive Living Perth and Kinross, we are a Scottish Charity, SCO16452 and a Company Limited by Guarantee, SC339913

You can contact us at:

90 Tay Street, Perth, PH2 8NP
Phone: 01738 587282
Email: info@cilpk.org.uk

What Personal Data will we collect?

When you become a member we collect your contact details, your name, address, email address and phone number.

We may collect this information through:

- Sign up to our newsletter
- Registering for an event we run
- Registering for a keep safe card
- Taking part in Disability Awareness training we run
- Get involved with us in any other way
- Completing a membership application form
- Reporting an equality issue

Why do we collect this information?

The main reason we collect this information is so that we can communicate with you and keep you informed on the areas that you have opted-in to.

We will not collect any personal data from you that we do not need in order to provide the information you request.

Membership information will be used to maintain accurate records of the work that CILPK carries out.

What do we do with your personal information?

CILPK uses an online service called Mailchimp to send out our newsletters. By giving your personal information, you agree to it being transferred to Mailchimp for processing in accordance with their [Privacy Policy](#) and [Terms](#)

CILPK uses an online service called dropbox to store all of your personal information, by giving your personal information you agree to it being transferred to Dropbox for processing in accordance with their [privacy policy](#)

How long do we keep your data?

When you sign up to the newsletter the personal information you have given us will be kept with us until you tell us that you no longer want to get our newsletter.

You can change your mind about getting our newsletter at any time by contacting us at 90 Tay Street, Perth, PH2 8NP, Phone: 01738 587282, Email: info@cilpk.org.uk. Or you can hit the unsubscribe button at the bottom of the email.

Membership information will be stored for only as long as it is needed or required by statute and will be disposed of appropriately.

Your Rights over your information

By Law, you can ask us what information we hold on you, and you can ask us to correct it if it is inaccurate.

You can also ask us to give you a copy of the information and to stop us using your information for a period of time if you believe we are not doing so lawfully.

You can contact us on the details above if you wish to raise a complaint on how we have handled your personal data.

If you are not satisfied with our response or believe we are processing your data not in accordance with the law you can complain to the Information Commissioners office <https://ico.org.uk/>