



## The Gates Project Privacy Notice

### Who we are

We (Frontline Partnership) are writing to let you know about changes to the way we look after (process) your personal information (data). This is because there are new rules about how your personal information (data) is used by Frontline Partnership. This new ruling is called General Data Protection Regulation (GDPR). We need to do this from 25<sup>th</sup> May 2018.

Our lawful basis for processing your information is legitimate interest.

### What information do we need? Why do we need it? How do we use it?

When you started at The Gates you told us your name, address, telephone number, who we should contact in case of an emergency, their address and their telephone number. You also told us if you had any problems that you may need help with to keep you safe whilst at The Gates and gave consent for us to take and use your photographs to show other people what we do.

### How is your information stored?

We (Frontline Partnership) will keep your information safe in a locked secure cabinet. When we keep your information on our computers we will use passwords to keep your information safe.

We (Frontline Partnership) will not share your information with anybody else (third party) unless we have asked for your permission to do so.

If you would like to know what information we have about you please talk to us and we will show you. We will do this within 30 days.

### Your rights

If you would like us to delete any of your information please talk to us. We will only keep your information whilst you go to The Gates. If you leave your information will be deleted.

You will find all the privacy notices for Frontline Partnership's projects on our website at [www.frontlinepartnership.org](http://www.frontlinepartnership.org)

If you would like a paper copy of any of our privacy notices please contact us on 01277 218902 or in writing addressed to Frontline Partnership, Montbazon Court, Cleves Avenue, Brentwood, CM14 4WB.