

Privacy Policy

How we respect your privacy when we deal with personal information collected by our organisation



Voices in Refuge

This Privacy Policy applies to information *Voices in Refuge* collects about individuals who interact with our organisation and website. It explains what personal information we collect and how we use it.

If you have any comments or questions about this notice, feel free to contact us at info@voicesinrefuge.com.

1 | Personal data that we process

The following table explains the types of data we collect and the legal basis, under current data protection legislation, on which this data is processed.

Purpose	Data (key elements)	How	Basis
Enquiring about our organisation and its work	Name, email, phone, message	Contact Forms	Legitimate interests - it is necessary for us to read and store your message so that we can respond in the way that you would expect.
Website functionality	Website activity	Site Cookies	Legitimate interests - it is necessary for us to store a small amount of information, usually through cookies, to deliver functionality that you would expect.

2 | How we use your data

We will only use your data in a manner that is appropriate considering the basis on which that data was collected, as set out in the table at the top of this policy.

We use your contact information to respond to enquires you send us through the various contact forms on our web page.

3 | When we share your data

We will only pass your data to third parties in the following circumstances:

- you have provided your explicit consent for us to pass data to a named third party;
- we are using a third party purely for the purposes of processing data on our behalf and we have in place a data processing agreement with that third party that fulfils our legal obligations in relation to the use of third party data processors; or
- we are required by law to share your data.

In addition, we will only pass data to third parties outside of the EU where appropriate safeguards are in place as defined by Article 46 of the General Data Protection Regulation.

4 | How we store your data

This site is hosted by wix.com. They securely store your data on a secure server behind a firewall and take extensive measures to ensure your personal information is safe.

5 | Rights you have over your data

You have a range of rights over your data, which include the following:

- You have the right to ask for rectification and/or deletion of your information.
- You have the right of access to your information.
- You have the right to lodge a complaint with the Information Commissioner if you feel your rights have been infringed.

A full summary of your legal rights over your data can be found on the Information Commissioner's website here: <https://ico.org.uk/>.

If you would like to contact us in regards to the storage of your data, please contact us at info@voicesinrefuge.com.

6 | Cookies & usage tracking

A cookie is a tiny data file that is used to store information. Most websites use cookies for a number of purposes, including providing essential functionality (e.g. a shopping cart), providing useful information about the way in which the website is being used (e.g. analytics), and many other functions such as enhanced security.

By continuing to use this website, you accept that we use cookies for security purposes, to identify unique visitors and track a visitor's sessions on the site.

7 | Updates

We may update this Privacy Policy from time to time and will publish the most current version on our website.