

DATA PROTECTION AND PRIVACY FOR CONVENORS

As an organisation we have to conform to the General Data Protection Regulations (GDPR). How we do that is set out in Tyndale u3a's Data Protection and Privacy Policies. You can find the full policies on the policies page but briefly : -

We ask our members for the minimum amount of information that we need in order to deal with their membership and to communicate with them. Members data is stored safely and is not retained for any longer than necessary. We don't share members data outside of Tyndale u3a except in very limited circumstances:-

- For the supply of services to our members (eg. Third Age Matters)
- Where we are legally required to share data (eg. Gift Aid)
- In exceptional circumstances (eg. with a medical professional in case of an accident)

It is important that convenors and groups also treat members data in this way. It is entirely reasonable that members data should be shared within groups, most probably in email lists, but this information is confidential and should be used only for group purposes. Once a member leaves a group their data should no longer be held by the group.

Photographs are considered as personal data and so members should be asked for consent. However, when taking group photos it is sufficient to ask any member who does not consent to step out of the frame. Members should also be informed of how the image will be used and how long it may be retained.