



Privacy Policy For Use on Website

The Fonthill Foundation takes your privacy very seriously. We ask that you read this privacy policy notice carefully as it contains details of the information collected, stored and otherwise processed about you and the reasons for the processing. It also tells you the security mechanisms we have put in place to protect any data collected from you and how to contact us in the event you need further information.

Policy Statement

The Fonthill Foundation guarantees that it will only use personal data in connection with its charitable purposes. It does not make personal data available to any other organisation or individual.

What information we collect and use

The Fonthill Foundation does not capture and store any personal information about individuals who access their website, except where you choose to give us your personal information by contacting us by whatever means, for example, by applying to us for a grant or interacting with us in any other way.

We collect personal information when individuals provide it to us this way, such as name, contact details including your postal address.

How we use your information

We use this information in a number of ways, such as:

- Processing a grant application
- Responding to correspondence you have sent us
- Other personal data relevant to providing you information or details about our work and charitable purposes
- To enhance or improve your experience on our website

This information is stored in a secure online cloud or on our secure online database. No personal information is stored on staff computers or external hard drives unless necessary. When this is required additional password protection is used to protect this information.

Who sees your information?

The information we collect through our website will be used exclusively with Fonthill Foundation. We do not pass any of your personal information to outside organisations and/or individuals without your express consent or unless it is required by law, such as with the HMRC or with the police for the detection or prevention of crime.

With your consent we may approach other funders who have supported you previously, who are currently supporting you or who you have asked to support you and share information with them.

How long do we keep your information we hold about you

How long we keep your information collected through our website depends on the context in which you provided it. As a general rule we will keep the time to the minimum necessary for the purposes of carrying out the Fonthill Foundation's charitable purposes, legal obligations and complying with any relevant legislation.

Viewing and controlling the information we hold about you

You may request details of all the information the Fonthill Foundation holds about you by written request only to: Fonthill Foundation, P O Box 261, Lewes, East Sussex BN7 9LS. Please include your name, address and a telephone number or email address to enable us to contact you.

If you believe that any information we are holding about you is incorrect or incomplete, please write to us as soon as possible, at the above address. We will promptly correct any information found to be incorrect.

Links to other sites

Our website may contain links to enable you to visit other websites of interest easily. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

Cookies

We collect anonymous information from you in a number of ways. One way is through our use of 'cookies'. Most websites use cookies in order to make them work, or to work more efficiently, as well as to provide information to the owners of the website. We use cookies, small pieces of data stored inside a website browser, across our website to improve performance, and to enhance your user experience. When you visit our website, cookies allow us to collect some non-identifying basic information. This includes the total number of visitors, the pages viewed, and other anonymous information. We use this information to make your experience on our website as smooth as possible and to allow us to make any necessary improvements. More detail on how businesses use cookies is available at www.allaboutcookies.org. You are able to disable cookies if you prefer, but please be aware that some parts of the website will no longer function correctly if you do.

Note this policy is subject to update and changes at any time. Please revisit it each time that you consider giving personal data through this website.

Signed:	Date: 25/4/19
Subject to review by: Ceetah Grieves	Every (months or sooner if work activity changes): 12 Months