Graphical user interface, text, application, email

Description automatically generated

Privacy Statement

Edel Roddy, Project Co-Lead Rights Made Real in Care Homes

**Our contact details**

Name: Edel Roddy

Address: Rights Made Real, PO Box 7085, Glasgow G44 9DE

Phone Number: 07801293528

E-mail:connect@rightsmadereal.org.uk

**The type of personal information we collect**

We currently collect and process the following information:

* Personal identifiers, contacts (for example, name and contact details)
* Location, Job title

**How we get the personal information and why we have it**

Most of the personal information we process is provided to us directly by you for one of the following reasons:

* In response to your request for information about the activity of the Rights Made Real project
* To apply for an ‘opportunity’ offered as part of the Rights Made Real Project

**We will use your personal data for the following purposes:**

To inform you of opportunities and events that are available to you (your care home) as part of the Rights Made Real project

To assess your application for one of the project opportunities

To inform you of our decision regarding your application

For those who are successful in their application for an ‘opportunity’:

To contact you with and for information about your involvement in the opportunity

We may share this information with:

Belinda Dewar, Wee Culture in her capacity as Learning Partner for the project.

My Home Life Charity in their capacity of administering the funds for this project.

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information are:

1. **Your consent. You are able to remove your consent at any time. You can do this by contacting Edel Roddy, email:** [connect@rightsmadereal.org.uk](mailto:connect@rightsmadereal.org.uk)**.**

**How we store your personal information**

Your information is securely stored on a password protected computer- no hard copies of files with your personal information will be created.

We keep details of your name, contact details for duration of the project, with completion date of 31st Oct 2022. We will then dispose your information by erasing all computer files.

**Your data protection rights**

Under data protection law, you have rights including:

**Your right of access** - You have the right to ask us for copies of your personal information.

**Your right to rectification** - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

**Your right to erasure** - You have the right to ask us to erase your personal information in certain circumstances.

**Your right to restriction of processing** - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

**Your right to object to processing** - You have the the right to object to the processing of your personal information in certain circumstances.

**Your right to data portability** - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at [connect@rightsmadereal.org.uk](mailto:connect@rightsmadereal.org.uk) or phone 07801293528 if you wish to make a request.

**How to complain**

If you have any concerns about our use of your personal information, you can make a complaint to us at Edel Roddy, PO Box Pending, Glasgow.

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO’s address:

Information Commissioner’s Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>