

Privacy Policy

The type of information we collect:

Your name and contact details, along with which child/ren you have links for events.

Financial details if you are part of the 100 Club.

Number of children per year and any asthma, vegan, allergy, intolerance information.

How we get the personal information:

The personal information we process is provided to us directly by you.

We do also use reliable secondary data sources, for example, the school.

Why we have the personal information:

The table below outlines why we hold the personal information we have about you and under what lawful basis:

Processing Activity	Type of Data	Lawful Basis
Sending communications as promised as part of your membership to support your organisation	Identity, Contact, Financial, Transaction, Marketing and Communications, Profile, Technical	Your consent
Communicating with you about our major opportunities and annual campaigns that support your PTFA to raise funds	Identity, Contact, Marketing and Communications	Your consent
Sending you details about events and campaigns you have specifically signed up to be a part of	Identity, Contact, Marketing and Communications	Your consent
To process financial transactions via Sum Up	Identity, Contact, Financial, Transaction, Technical	Your consent

Disclosures of your personal information

We do not share your personal data with third parties.

How we store your personal information

Your information is securely stored on several systems that have been through thorough purchasing and security assessments that are regularly reviewed.

How long we keep your information

Physical Information

We hold sold raffle tickets for 4-6 weeks after the draw, sign in sheets to events for 1-2 weeks then they are destroyed.

Digital Information

We hold information on a secure cloud until the PTFA event has occurred and then within 2 weeks we delete personal information from the sheets.

We store a copy of the Sum Up Order email for the returns period or to manage any follow-up queries – once this purpose expires, we delete or anonymise the details.

See separate Sum Up policy for details of their privacy policy.

You can ask to be removed from the mailing lists for information that may be of benefit to you, ie PTFA email group at any time and PTFA will usually delete your contact details from that list within 7 days. We will retain your email address to prevent us from ever emailing you again.