

PRIVACY POLICY

Please read the following Privacy Policy carefully before submitting any personal information to us. Any information you provide about yourself to The Eric Thompson Charitable Trust for Organists and Organ Music (also known as The Eric Thompson Trust) will only be used in accordance with this Privacy Policy.

The Eric Thompson Trust is a UK charity, Registration Number 1026344

This document explains how our communications are made in accordance with the General Data Protection Regulation (GDPR) and Privacy and Electronic Communications Regulations (PECR).

The terms 'you', 'your' and 'yours' mean you as a user of our website www.organtrust.org. The terms 'we' and 'us' refer to The Eric Thompson Trust.

The Eric Thompson Trust is committed to ensuring that the information you share with us is recorded accurately, retained securely and used only according to your relationship, consent and interests with us. The main purposes for which we process your personal data are:

- to provide information that you have requested
- for administration purposes e.g. donations, gift aid and applications
- to further our charitable aims and for fundraising
- to gather feedback

PROCESSING YOUR DATA

The ways in which we use your information (e.g. name, email address or postal address), depending on your relationship with the us, include:

- notifying you of our grant-giving schemes and services which may be of interest to you, your organisation, or people at your institution
- notifying you (if you as an individual have opted in) of our latest news and updates via e-newsletters or postal newsletters
- sending information about our fundraising and other ways in which you can support The Eric Thompson Trust
- contacting you business-to-business, e.g. at your institution about prizes relevant to students/people there, or you at your organisation to invite you to nominate for The Eric Thompson Trust grants and awards
- contacting you to process payment details if you have made a donation or transaction
- to provide you with information that you have requested

We collect and retain only sufficient information to enable us to carry out these functions, and may analyse this data in order to continue to improve our understanding of our target audiences and of our supporters.

We may occasionally use information sources that are in the public domain to learn more about you and to ensure that the data we hold about you is accurate and up to date.

If you are under 16 years of age, we recommend that you do not submit any personal data to us via any media, unless you have parental or guardian consent.

17 Hill Street
St Albans
AL3 4QS

Tel 020 3143 3040
Email info@organtrust.org

www.organtrust.org

Patrons
Daniel Hyde
Nicolas Kynaston
Julian Lloyd Webber
David Wakefield

Chairman of the Trustees
Robin Jéquier

Clerk to the Trustees
Colin Hamling

Trustees
Angus Baskerville
The Revd Canon Jeremy Davies
Kathleen Duncan OBE
Dame Glynne Evans DBE CMG
David Graham
Colin Hamling
Robin Jéquier
Anne Marsden Thomas MBE
David Titterington

Benefactors
Richard Fisher
Dinah Thompson

Registered Charity No
1026344

COMMUNICATIONS AND EMAILING

If you opt-out / unsubscribe from our mailings, we may still keep your contact details on record to contact you for business purposes (unless you instruct us otherwise) and in certain situations you may be contacted personally by one of our team, for example as a result of your standing order expiring or a transaction which you have made with The Eric Thompson Trust.

SHARING OF PERSONAL DATA

We do not share your personal data with third parties.

SECURITY

When we collect personal data from you we store it under strict safekeeping and confidentiality measures. We allow only those Trustees who need to process your data to have access.

RIGHT OF ACCESS

At any time, you are entitled to ask for a copy of the information we have about you, check whether the information we have about you is correct, withdraw your consent to be contacted or have your data erased completely.

LINKS TO OTHER WEBSITES

The privacy policies of any other websites which you access through links from The Eric Thompson Trust website are not controlled by the Trust or subject to the Trust's privacy policy.

HOW TO CONTACT US

If you have any comments or questions about our website, products, services or this privacy policy please get in touch. Our contact details are at the top of this document.

CHANGES TO THIS POLICY

You are advised to visit this page periodically in order to keep up to date with any changes.