



A Charity for Stroke Survivors in Woking and the surrounding area.
Charity No. 1126721 Affiliated to the Stroke Association www.wokingstrokeability.com

Data Privacy Notice

Woking Strokeability uses private data to keep contact with members and carers and maintain a register of members. The lawful basis is the consent of the data subject.

Any person joining Woking Strokeability except in the role of a carer or volunteer, should understand that it implies that they are stroke survivor.

Woking Strokeability collect personal data through membership forms to be aware of conditions that could lead to a sudden loss of consciousness, create contact lists and email circulation lists. Membership forms are held in hard copy, scanned and stored for reference. Data is shared with members of the club and trainers but not shared with third parties.

Unless otherwise requested, data on members, including membership forms, carers and volunteers can be held for up to 3 years after no longer attending any meeting or social event by the group. Data is normally cleansed after the AGM each year by the Secretary.

- A member can access their details at any time by consulting the membership list or advising the Secretary or member of the Management Committee.
- The printed membership list contains the following statement in red ... "CONFIDENTIAL - PRIVATE INFORMATION DO NOT CIRCULATE OUTSIDE OF WOKING STROKEABILITY"
- The minimum data required for remaining a member is name, address and an email address or contact phone number. Ideally we prefer both an email address and a phone number.
- Personal details can be updated at any time by members advising the Secretary or member of the Management Committee.
- Members can remove their consent to Woking Strokeability processing their data (i.e. object to use of their data) at any time, however if this results in their data being less than the minimum required it will result in the member being suspended.
 - If after suspension a member would like to return consent to Woking Strokeability they will be requested to complete a current application form to confirm their contact details and consent
- Membership details can be erased at any time at the request of a member or their carer. This will result in their membership form being deleted and the member leaving Woking Strokeability.
- If you have a concern about the way Woking Strokeability is handling your information we will take your concern seriously and work with you to try to resolve it. If we cannot resolve your concern you have the right to contact the Information Commissioner's Office (ICO).