

## **Dorset Federation of Young Farmers Clubs (Dorset YFC) Privacy Notice**

Nature of work - Charity (Local)

Description of processing

The following is a broad description of the way Dorset YFC processes personal information. To understand how your own personal information is processed you may need to refer to any personal communications you have received, or contact Dorset YFC to ask us about your personal circumstances.

Reasons/purposes for processing information

We process personal information to enable us to provide a voluntary service for the benefit of the membership, it's associates and supporters within the County of Dorset as specified in our constitution; administer membership records; to fundraise and promote the interests of Dorset YFC; manage our employees and volunteers; maintain our own accounts and records.

Type/classes of information processed

We process information relevant to the above reasons/purposes. This may include:

- personal details
- family detail
- lifestyle and social circumstances
- membership details
- goods and services
- financial details
- education and employment details

We also process sensitive classes of information that may include:

- physical or mental health details
- racial or ethnic origin
- religious or other beliefs of a similar nature

Who the information is processed about

We process personal information about:

- members
- staff, volunteers
- trustees
- complainants, supporters
- enquirers
- advisers and representatives of other organisations

Who the information may be shared with

Dorset YFC sometimes need to share the personal information we process with the individual themselves and also with other organisations. Where this is necessary we are required to comply with all aspects of the Data Protection Act (DPA). What follows is a description of the types of organisations we may need to share some of the personal information we process with for one or more reasons.

Where necessary or required we share information with:

- members
- family, associates or representatives of the person whose personal data we are processing
- employees

- current, past and prospective employers
- healthcare, social and welfare organisations
- educators and examining bodies
- financial organisations
- employment and recruitment agencies
- survey or research organisations
- business associates and professional advisers
- providers of goods and services
- local and central government
- other voluntary and charitable organisations

What about children's privacy?

The safety of children is very important to us. Children should always ask a parent for permission before sending personal information to anyone online.

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