

# PRIVACY POLICY



**BEAVER  
TRUST**

Effective date 06 April 2021

## **1. Who are we?**

1.1 We are Beaver Trust, a Charity Incorporated Organisation, Charity Number 1181451. We own and operate this website. Please email [info@beavertrust](mailto:info@beavertrust) if you have any questions or feedback about this policy.

## **2. What's the point of this policy?**

2.1 This policy tells you how we deal with your "personal data" (i.e. the technical term for information about any identified or identifiable living person). Please read on to find out what kinds of personal data we collect, how we use and protect it, to whom we disclose it and how you can access and rectify it.

2.2 Please do not use our website unless you are completely happy with this policy. If you do use our website, we will assume that you do accept it.

## **3. Might the policy change?**

3.1 It may well do so and you should check it whenever you visit our website. We will assume you agree to the revised policy if you use the website after the effective date shown at the top of the policy.

## **4. What personal or other data do we collect?**

4.1 We collect and store the information which you give us via forms on our website (such as your name, address, email address, phone number and so on), or when you input data in the course of using our services or when you communicate with us by email or in some other way.

4.2 We may receive and store certain information automatically when you interact with us. Examples include the internet protocol (IP) address used to connect your computer to the internet, connection information such as browser type and version, information about your mobile or other device including device-type and device identifier, operating system and platform, a unique reference number linked to the data you enter on our system, login details, clickstream data, details of your activity on our website with date / time stamps including the pages you visited and searches you made.

## 5. What about cookies?

5.1 This site uses cookies – small text files that are placed on your machine to help the site provide a better user experience. Cookies are generally used to retain user preferences, store information for things like shopping carts, and provide anonymised tracking data to third party applications such as Google Analytics. As a rule, cookies will make your browsing experience better. However, you may prefer to disable cookies on this site and on others. The most effective way to do this is to disable cookies in your browser. The Help section of your browser or taking a look at the [About Cookies](#) website offers guidance for all modern browsers.

By continuing to use our website, having seen our cookie notice, we assume that you consent to use of the cookies.

## 6. How do we use your personal data?

6.1 We use your personal data to help us communicate with you effectively should you try to contact us via our website.

6.2 To send you information about Beaver Trust or Beaver Trust partners.

6.3 To respond to inquiries and fulfill your requests, such as to process donations or send you information about a project.

6.4 to provide support you have asked for with regard to beaver projects and for monitoring and reporting purposes.

6.5 To allow you to participate in contests and similar promotions and to administer these activities. Some of these activities may have additional rules, which could contain additional information about how we use and disclose your Personal Data.

6.6 To facilitate social sharing functionality.

6.7 To recognise you when you visit or return to our website to track anonymised traffic and usage patterns, to prevent or detect fraud or abuses or to help us improve our website. We may use cookies to do this. See above.

6.8 We may access, remove, alter, store or otherwise use any personal data if we have reason to believe that it breaches our terms and conditions, or that such steps are necessary to protect us or others, or that a criminal act has been committed, or if we are required to do so by law or appropriate authority.

## 7. How do we protect personal data?

7.1 Security is a high priority for us. We take appropriate precautions to protect personal data.

7.2 Email and other electronic communications are not secure if they have not been encrypted. Your communications will pass through a number of network nodes before they reach us so we do not accept responsibility for any unauthorised access to or loss of personal data that stems from a cause beyond our control. Nor can we be held responsible for the actions or omissions of other users or third parties who may misuse your personal data which they collect from the website.

## 8. To whom do we disclose personal data?

8.1 We may allow access to your personal data by third parties who supply us with a service where such access is required for provision of the service (eg. MailChimp for distribution of our newsletters).

8.2 We may share data with our research and funding partners to meet our contractual obligations and to demonstrate the work we achieved with their funding and only with strict measures in place to protect your privacy.

8.2 We may disclose personal data if we have reason to believe that such steps are necessary to protect us or others, or that a criminal act has been committed, or if there has been a complaint about content posted by you, or if we are required to do so by law or appropriate authority; or

8.3 Except as otherwise specifically included in this policy, this document addresses only the use and disclosure of information we collect from you. This website includes links to third-party websites, plug-ins and applications. Clicking on those links or enabling those connections may allow third parties to collect or share data about you. We do not control these third-party websites and are not responsible for their privacy statements. When you leave our website, we encourage you to read the privacy notice of every website you visit.

## 9. Data Retention

We will only keep information about you for as long as we need to. We make sure that any companies which process your data on our behalf do the same. We have varying retention periods for different categories of information depending on our legal obligations and whether there is an administrative need, such as answering queries. For more information see our [Data Retention Policy](#).

## 10. How can you access, rectify or erase personal data?

10.1 You have the right to request access to the personal data that we hold about you, subject to us reserving the right to withhold such data to the extent permitted by law.

We may charge an administration fee in line with data protection laws and we may also require appropriate evidence of identity.

- You may be able to rectify certain of your personal data (if applicable).
- You may request erasure of your personal data.

10.2 For information about your rights under UK data protection laws, see the website of the [UK Information Commissioner](#).

10.3 If you would like to access, rectify, erase your personal data or you would like to opt out of receiving communications from Beaver Trust please email [info@beavertrust.org](mailto:info@beavertrust.org).