

Bedfordshire Humanists (including Bedford Skeptics in the Pub) Data Protection Policy

Our policy on handling and storing your personal information

A Summary

- We ensure that we keep any personal information you supply to us secure. In doing so, we are subject to the normal limitations imposed by the technology at our disposal, for example broadband providers (BT, Virgin Media, etc), routers, WiFi, personal computers and mobile phones etc. In particular we make use of cloud storage provision – currently ‘Google Drive’ (see below).
- Where we utilise various social media providers – users who choose to make use of these facilities must subscribe to the platform provider (e.g. Facebook etc) and in doing so accept the terms and conditions and therefore the security provisions and policies of that platform.
- We do not, and will not, ‘spam’ (send unsolicited email to) users. We send our regular newsletter only to email addresses of users that we genuinely believe have asked to receive it. We do not acquire email lists from 3rd parties.
- All of our general mailings will give a notice informing recipients on how to unsubscribe. We do not, as a matter of course, request regular confirmation of your continuing interest, relying on you to use the unsubscribe option referred to above to remove your name from our lists, should you wish this. If so requested, we will gladly remove your details from our records without unreasonable delay. If emails we send to you consistently “bounce back” a number of times, and we are unable to contact you then we will take steps to remove your name from our records.
- We do not, and will not, pass your personal information to third parties, without your specific consent. Occasionally, for example with external events that we attend, organisers require details of attendees as a condition of entrance. In any case, where this becomes necessary we would ask you personally prior to passing on any information.
- Should you wish to see a copy of your personal information that we hold to check for accuracy, we can supply it on request.
- This document will be updated from time to time as necessary and the current version of this policy document is made available from a link in our newsletter.

“We” in this context are members of the Bedfordshire Humanists committee as elected at the AGM each year, and further committee members as co-opted by the elected committee.

Our use of Google Drive for archiving your personal details

We utilise web-based services (e.g. Google Drive, Google Mail, Mailchimp etc) for storing our data and documents, which given the limited information Bedfordshire Humanists needs to keep, is cost-free to all of us. Each one of these accounts is kept secure by the use of a password which is shared only between the members of the committee (elected and co-opted) – i.e. those people who have a need to access this data in order to run Bedfordshire Humanists and Bedford Skeptics in the Pub.

The Information we hold about you

Bedfordshire Humanists, including Bedford Skeptics in the Pub which we organise, hold limited information about our Members and may hold the following information, and only if you have provided it to us.

We hold information about different categories of our users, as follows:

Members – listed as Members of Bedfordshire Humanists, and who may make a voluntary contribution from time to time to support our work and objectives, and who receive our newsletter.

Supporters/Associates – not Members of Bedfordshire Humanists, but who receive our newsletter and may make a voluntary contribution from time to time towards our running costs (e.g. by joining the North End Social Club in order to ensure that we continue to enjoy free use of the facilities), and who receive our newsletter.

Skeptics – attend Bedford Skeptics in the Pub from time to time and receive our newsletter.

For all these users, we may hold the following information (if you have provided it to us). We do not hold any further information than this. As a minimum, for those who simply subscribe to the newsletter, we may have only the email address.

- Name or nickname
- Email address
- Postal Address
- Telephone Numbers
- Membership details (as above), plus...
- Other memberships/affiliations (e.g. Humanists UK, National Secular Society, Celebrant etc)
- Membership notes, dates and stated preferences

If you request it, we will happily remove any or all of your information from our records.

For clarification

We do not hold any bank account details of our users. Where subscription payments or voluntary donations are made via an on-line platform, for instance via Paypal, the user is subject to the terms and conditions and security provisions and policies of the platform provider.