



Privacy Statement

This was written in May 2018

It will be checked again in May 2019

It was written by Laura Beechey and Graham Ellams

Make sure you print out the most up to date version of this privacy statement – don't use an old one by mistake



This is an easy read version of the Hospice's privacy statement



If you need any help to understand it, please ask somebody that works at the Hospice



Halton Haven Hospice has a Data Protection Officer

It is their job to make sure that the Hospice is careful with information



If you have questions about this you can contact the Data Protection Officer



This is the address and phone number

Halton Haven Hospice
Barnfield Avenue
Murdishaw
Runcorn
WA7 6EP

01928 712 728



This is the email address;

dpo@haltonhaven.co.uk



The Hospice collects information about people who use our services

And about people who fundraise for us, go to our events or work for us



We collect the information that you give to us yourself



We collect information when you put it on our website or send it to us by email



We collect information when you tell another organisation and they share it with us



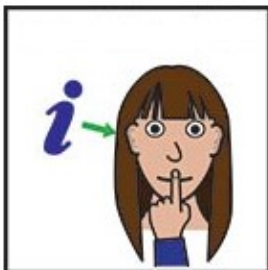
We collect information when you tell everyone – this is called making it public



We collect two types of information



Personal information – things like your name and date of birth



Sensitive information – things like your religion or information about your health



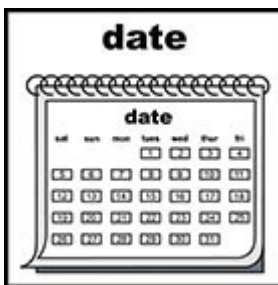
We only collect your information if we have to



We only keep your information if the law says we can



We will keep your information safe



We only keep your information for as long as we have to



You have the right to know what type of information we collect, what we do with it and why

We have written this privacy statement to tell you about this



You have the right to know what information we have about you.

To find out about this please contact the Data Protection Officer



You have the right to get a copy of the information we have about you.

To find out about this please contact the Data Protection Officer



If we have information about you that is wrong, you can contact the Data Protection Officer to have it fixed



If you want us to delete your information, you can ask the Data Protection Officer about this



If you want to limit what we do with your information, you can ask the Data Protection Officer about this



If you want to stop us from having any information about you, you can ask the Data Protection Officer about this



There are very strict rules about all of these things

We might not be able to do what you want

But where we can, we will