

Highland Children's Forum



Privacy Statement

Highland Children's Forum (HCF) Data Protection Policy meets the requirements of the General Data Protection Regulation (GDPR) from May 2018

For any personal information held by HCF the policy makes clear:

1. Who can access the information
2. How the information is stored
3. Why the data is kept
4. How and when the information is deleted

Highland Children's Forum does not share personal data with any other organisation.

Information is stored securely online or in locked cabinets.

HCF holds contact details for members and people who subscribe to receive HCF bulletins.

Subscription and membership is for one year with the option for renewal. Anyone can withdraw from membership or subscription at any time. Contact details are securely deleted.

All participants in the project work of Highland Children's Forum are provided with information about the project. Consent forms are easy to understand and make clear how information will be used, kept and deleted.

Parental consent and young participant consent will be sought for a child under the age of 13. Parental consent may be required for older young people depending on the capacity of the young person to understand what they are consenting to.

For more information please contact: policy@highlandchildrensforum.org