

Sheffield Autistic Society Privacy Statement

Sheffield Autistic Society (SAS) has issued this statement to set out its commitment to protecting your privacy and processing your personal data in accordance with the Data Protection Act (DPA) 1998 up to 24 May 2018 and the General Protection Regulation (GDPR) from 25 May 2018. Data Processing

1. Your data will be lawfully and fairly processed
 2. Your data is collected on the grounds of explicitly and legitimate purposes only
 3. SAS will only ask for your data when necessary, explain if data will be shared and how long it will be kept.
 4. Your data will be accurate, kept up to date and erased without delay should your data no longer be required for the purposes to be processed.
 5. Your data will only be retained as long as necessary.
 6. Your data will be secure
1. Rights of SAS members
 1. The right to be informed
 2. The right of access
 3. The right to erasure
 4. The right to restrict processing. "Processing" includes obtaining, recording or holding information or data.
 2. If at any time you wish to withdraw consent for us or any associated organisation to processing your personal data, you should contact the SAS Secretary.
 3. You may be reassured that SAS will treat all personal data as confidential and will not process it other than for a legitimate purpose associated with SAS activities. Steps will be taken to ensure that the information is accurate, kept up to date and not kept for longer than necessary.
 4. Measures will be taken to safeguard against unauthorised or unlawful processing and accidental loss or destruction or damage to the data.
 5. You are entitled to have access to your personal data that is held by SAS. You will not be charged for SAS supplying you with such data. SAS will respond to your request as soon as possible and within the maximum time frame of one month.
 6. Right to Complain. Where you believe that your data has been wrongfully processed, stored or handled, you have the right to raise a concern with the Information Commissioner's Office (ICO). Details on how to do this can be found here: <https://ico.org.uk/for-the-public/raising-concerns/>.