

# The Coates Centre

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For those whose lives have been impacted by illness

## PRIVACY POLICY

The Coates Centre and Oakhaven Hospice Trust are committed to protecting your privacy. This statement is made in light of the requirements of the Data Protection Act 1998 & 2003 in order to alert you to our data processing practices at The Coates Centre which will govern the processing of your data.

We will obtain personal information about you when you enquire about our activities, register with us, make a donation or otherwise provide us with personal information. The types of information we might collect includes, names, address, email addresses and telephone numbers.

We will use your information to provide you with the information, products and services relating to our programme of events at The Coates Centre, for administration purposes, to further our charitable aims and to comply with the law. We will not share your information with any organisation for the purposes of marketing.

We take appropriate measures to ensure that the information disclosed to us is kept secure, accurate and up to date, kept only for so long as is necessary for the purposes for which it is used.

By providing us with your personal data, you consent to the collection and use of any information you provide in accordance with the above purposes and this privacy statement. If you do wish to give your consent, then please advise the Community Engagement Administrator at The Coates Centre, Oakhaven Hospice Trust Ltd, Lower Pennington Lane, Lymington, SO41 8ZZ. Email: [enquiries@thecoatescentre.co.uk](mailto:enquiries@thecoatescentre.co.uk)

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