**Saint Mary’s SARC privacy policy**

For the purposes of data protection this policy refers to the 1998 Data Protection Act until 25th May 2018 and thereafter the EU General Data Protection Regulation (GDPR) or any subsequent, and successor, legislation.

This policy explains how we use the information we have about you.

**What information do we collect and why?**

When you sign up for one of our courses or events or request to be on our mailing list we will obtain your email address, your job title and place of work.

We can then tailor our marketing to courses we think you will be interested in.

We take reasonable and appropriate measures to protect personal information such as email address from loss, misuse and unauthorized access. They are stored in password protected areas.

**We do not share our lists**

We take your privacy extremely seriously and we never sell our lists or email addresses. We hold your email address because we think you will be interested in our training courses and events and we only use your email to promote our services.

**How to unsubscribe**

We understand that your circumstances may change.

If you do not wish to continue to receive direct marketing emails from us just click on the unsubscribe link in any of our email communications.

**Got a question?**

If you have any questions about this policy or how your details are stored for email marketing then you can contact us at stmarys.sarc@mft.nhs.uk