**Lea Park Residents Association Privacy Policy**

Concerning the Data Protection Act 2018
Information that you volunteer to Lea Park Residents Association is handled in accordance with the Data Protection Act 2003, the principles of which are that personal information should be:

* fairly and lawfully processed
* processed for limited purposes
* adequate, relevant and not excessive
* accurate
* not kept longer than necessary
* processed in accordance with the data subjects’ rights
* secure
* not transferred to countries outside the EEA without adequate protection

Protecting your privacy
Information that you volunteer us processed and used solely for the purposes of

* Administration
* Public relations
* Accounts and records
* Communications between the Association and you

Under the Data Protection Act you are entitled to a copy of any information held about you

Confidentiality
Data will be made available only to authorised personnel within the Lea Park Residents Association who we believe reasonably need to come into contact with that information and will not be given to other parties except as may be required by law