

# Privacy and Information Policy



At the Grassmarket Community Project we respect the privacy of our members, volunteers and wider network of supporters.

We are passionate about providing sanctuary and a safe environment to vulnerable people in Edinburgh and the Lothians. Through mentoring, social enterprise, training and education we help individuals develop their full potential.

We only collect information we consider necessary to help us achieve our charitable purposes and ensure the success of our social enterprises that support these. In particular, we do not share or sell information to any other organisations for marketing purposes.

## Member and Volunteers

If you are interested in becoming a member of our community, or volunteering with us, you will need to complete a registration form. This includes an explanation of the purposes for which we require your information and asks for confirmation of your understanding and consent. You can find this form on the **Get Involved** page on our website. Your confidentiality is extremely important to us at the Grassmarket Community Project and we consider this necessary to develop trusting and supportive relationships. If you have any questions about how we will use your information please let us know. You can contact us by calling 0131 225 3626 or by emailing [info@grassmarket.org](mailto:info@grassmarket.org).

## Our wider network

We cannot achieve our charitable purposes without our wider network of friends and supporters. This includes funders, donors, customers, suppliers, referral agencies, general friends and other interested parties. We occasionally contact our friends and supporters for legitimate community interests including fundraising initiatives, marketing for our social enterprises, event listings, community related news and furthering our charitable aims.

We grow this network through our own efforts which include networking at events and occasional targeted research into individuals and organisations who we believe may wish to support us in some way. We do not buy data from other organisations for this purpose. We will provide privacy notices to any professional contacts we would like to invite to join our network. We will seek consent from individuals acting in their personal capacity for these purposes.

If you do not wish to be included in our network any more, you can unsubscribe using the option included in that communication or email [info@grassmarket.org](mailto:info@grassmarket.org) and ask to be removed.