



## **Privacy & Data Protection Statement**

New Caledonian Woodlands takes the privacy of those registered with us very seriously and we do our utmost to keep it safe.

Personal information that you provide New Caledonian Woodlands with through registration or sign up forms such as your name, address and email address is used for the following purposes:

- Health and safety
- To keep you up to date with developments and changes within New Caledonian Woodlands and our programme of events.
- To conduct in-house research in order to improve our understanding of the needs of our volunteers. The results of all research and analysis will be presented as anonymous or aggregated information and will not reveal any personal facts about individuals.

All personal files are both password protected on the computer and, in the case of hard copies, kept under lock and key. If you ask not to be contacted by New Caledonian Woodlands again we will destroy all personal information that we hold relating to you.