



THE WELLENSIAN ASSOCIATION

The General Data Protection Regulation (EU) 2016/679 How we process your personal data.

1. The General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679) aims to harmonise data protection legislation across EU member states, enhancing the privacy rights for individuals. It applies to organisations processing Personal Data which have an establishment within the EU and also those organisations which operate outside the EU but offer goods or services to, or monitor the behaviour of, individuals in the EU.
2. This Privacy Notice covers data processing by The Wellensian Association (“The Association”), an unincorporated voluntary society.
3. The Association keeps and processes information (“the Membership List”) about former pupils of Wells Cathedral School (“the School”). All former pupils are automatically awarded membership of The Association on leaving the School unless they decline to be members at that point or subsequently.
4. The Data Controller of The Association is:
Mr. George Bunting
Chairman, The Wellensian Association
Wells Cathedral School,
Wells,
Somerset BA5 2ST
Email: chairman@oldws.org.uk
5. The Membership List is used by The Association solely in the pursuit of its objectives as set out in its constitution. These are:
 - a. to enable former members of Wells Cathedral School to keep in touch with the activities and achievements of the School;
 - b. to provide a medium through which former members of the School can keep in touch with each other;
 - c. to support the School in the furtherance of its aims and objectives.
6. The personal data items covered by this Privacy Notice are listed in *The Wellensian Association GDPR Assessment*, available on the members’ portal.
7. The data in the Membership List has been derived from the following sources;
 - a. from application forms to join The Association when membership was, in former years, by subscription fee,
 - b. from information provided by leavers at their point of departure from the School,
 - c. from information provided by members subsequently, e.g. new address information,
 - d. from information derived from published sources, e.g. new email information.
8. The Association has assessed its processing of the data in the Membership List against the provisions of the GDPR and concluded that it is justified in retaining and using this data for the purposes at

clause (5) above by reason of Legitimate Interest. This Assessment is available on the members' web portal.

9. The Association shares the Membership List with a third party; Wells Cathedral School Ltd. for the following reasons;
 - a. specifically to enable the achievement of objectives at (5a) and (5c) above,
 - b. generally to receive reciprocal information from Wells Cathedral School (e.g. change of address) that enables The Association to achieve all of its objectives.
10. Providing you have given your permission, which may be withdrawn at any time, The Association shares some of your personal data on the Membership List with other members of The Association by means of a password-protected web portal.
11. Personal data is held in the Membership List indefinitely unless a member requests deletion of it. 'Indefinitely' means during the whole natural life of the member and eternally thereafter.
12. You have the right to;
 - a. Require The Association to remove all personal data about you from the Membership List. Note that this will not mean that copies of this data held by third parties will also be removed. You will need to approach these third parties in connection with this data, the holding of which may be justified for different reasons.
 - b. Require The Association to remove or amend part of your personal data. To exercise your rights to (11a) and (11b) please contact to the Data Controller
 - c. Vote at an Annual General Meeting or Special General Meeting of The Association in accordance with the constitution on a motion having impact on processing of the Membership List.
 - d. Lodge a complaint with the Information Commissioners Office.

This Privacy Notice has been approved by the Executive Committee of The Wellensian Association:

Signed: *George Bunting*
Title: Chairman & Data Controller
Date: 22 May 2018