

# Bradford City of Sanctuary

## Privacy Policy



### Our contact details

Name: Bradford City of Sanctuary

Address: City of Sanctuary Bradford, c/o Touchstone, 4 Easby Road, Bradford, BD7 1QX.

Phone Number: 07732 085681

E-mail: [info@bradford.cityofsanctuary.org](mailto:info@bradford.cityofsanctuary.org)

Our website address is: <https://bradford.cityofsanctuary.org/>

### The type of personal information we collect

We currently collect and process the following information:

- Personal identifiers, contacts and characteristics (for example, name and contact details)

### How we get personal information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- You have signed up to receive our newsletter or have registered for an event we hosted.

We use the information that you have given us in order to:

- Share our news or updates through our regular newsletter and invites you to events or meetings

We do not share your information with third parties.

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

**(a) Your consent.** You are able to remove your consent at any time. You can do this [here](#) or by emailing us at [info@bradford.cityofsanctuary.org](mailto:info@bradford.cityofsanctuary.org)

**(b) We have a legitimate interest.** Due to our charitable aims and objectives we seek to engage with the public to build a culture of welcome and cohesion for refugees and asylum seekers. You are able to remove

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### How we store personal information

Your information is securely stored.

We keep your name, email address and any other contact information you provide for as long as we have your consent. When you indicate you do not wish to hear from us we will then delete your contact information within a reasonable timeframe (no longer than one month after a request is made).

### Embedded content from other websites

Articles on this site may include embedded content (e.g. videos, images, articles, etc.). Embedded content from other websites behaves in the exact same way as if the visitor has visited the other website.

These websites may collect data about you, use cookies, embed additional third-party tracking, and monitor your interaction with that embedded content, including tracking your interaction with the embedded content if you have an account and are logged in to that website.

### Analytics

This website uses Google Analytics to track website traffic. Collected data is processed in such a way that visitors cannot be identified.

### Your data protection rights

Under data protection law, you have rights including:

**Your right of access** - You have the right to ask us for copies of your personal information.

**Your right to erasure** - You have the right to ask us to erase your personal information.

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**Your right to data portability** - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at [info@bradford.cityofsanctuary.org](mailto:info@bradford.cityofsanctuary.org) if you wish to make a request.

### How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at [dpo@bradford.cityofsanctuary.org](mailto:dpo@bradford.cityofsanctuary.org)

You can also complain to the ICO if you are unhappy with how we have used your data (<https://www.ico.org.uk>)

### Cookie information

The Bradford City of Sanctuary website uses “cookies” and Google Analytics.

A cookie is a small piece of data sent from a website and stored in your [web browser](#). Cookies were designed to help websites to store information about each individual visitor – for example, whether that visitor is logged in or not, or what items they have put in their shopping cart.

Google Analytics use its own cookies to provide us with statistics about how our website is used, to help us improve it for you. When you arrive at our website for the first time, you will see a small pop-up bar at the bottom of the webpage. By clicking OK, you are agreeing to our use of cookies.

More recently, cookies have become useful for website analytics and marketing, as they can store information about which web pages you’ve visited. This widespread use has resulted in some concern, and prompted European Lawmakers to take action in 2011. European Law now requires websites to gain informed consent from visitors before storing non-essential cookies on their devices. That’s why we’re teaching you about

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cookies – to help you understand the issue, and to help you exercise some choice, if you want to.

### Turn off cookies

Most browsers can be set to refuse all cookies, or to refuse them from certain sites. You might need to explore your browser’s settings or search for some “how-to” information to help you do this. If you disabled cookies from our website, you would certainly stop Google Analytics tracking which of our pages you visit, and you would experience little or no impediment to using our site.

### The “Do Not Track” (DNT) setting

Some browsers have a Do Not Track setting. This asks services like Google Analytics not to track which web pages you visit. If you look in your browser’s settings, often under “Privacy settings”, many people have an option to turn on “Do Not Track”.

This isn’t very effective though. There is no law that demands tracking companies respect the Do Not Track setting, and not many companies do. It’s difficult for us to advise on whether Google Analytics will respect your Do Not Track setting, because theirs (and many other companies’) policies on it are so opaque and changeable.

|                                |                |
|--------------------------------|----------------|
| Policy Lead                    | Esther Douglas |
| Date of adoption               | 20.11.23       |
| Date of 1 <sup>st</sup> review | 11.26          |
| Date of next review            |                |