

Privacy Notice

Updated February 2024



Organisation and contact

The Visitor Studies Group respects your personal data and commits to complying with all legislation in relation to collecting, processing and retaining personal data, including the General Data Protection Regulation 2018 (GDPR). Through this Privacy Notice, we have sought to be as transparent as possible in relation to your data.

If you have any questions or concerns about this policy, please contact our Committee on the.visitor.studies.group@gmail.com. This notice will continue to be monitored and updated. You are advised to check this page from time to time.

Data we collect and lawful processing

Personal data we may collect on our **members**:

DATA	LAWFUL PROCESSING
Name	Legitimate business interests
Email Address	Legitimate business interests
Address	Legitimate business interests
Telephone	Consent
Bank details (for those paying by BACs)	Legitimate business interests

Personal data we may collect from **members who consent to inclusion in our Consultant Directory**:

DATA	LAWFUL PROCESSING
Name	Consent
Email address and/or telephone number	Consent
Photo	Consent

Personal data we may collect from **speakers and participants at our conferences and events**:

DATA	LAWFUL PROCESSING
Name	Legitimate business interest
Email address	Legitimate business interest
Photo	Consent

Privacy Notice

Updated February 2024

Bank details (for those paying by BACs)	Legitimate business interests
---	-------------------------------

Personal data we may collect from **mentors on our Mentorship Programme:**

DATA	LAWFUL PROCESSING
Name	Legitimate business interests
Email address	Legitimate business interests
Photo	Consent

Personal data we may collect from **mentees on our Mentorship Programme:**

DATA	LAWFUL PROCESSING
Name	Legitimate business interest
Email address	Legitimate business interests

Personal data we may collect from **potential or appointed contractors or freelancers undergoing paid work for or on behalf of the Visitor Studies Group:**

DATA	LAWFUL PROCESSING
Name	Legitimate business interests
Email address	Legitimate business interests
Telephone number	Legitimate business interests
Bank details	Legitimate business interests
Photo	Consent

How we receive data:

- By completing membership registration
- By submitting a proposal, application or event sign up form

We may also receive personal data indirectly via a third party service (i.e. Eventbrite).

Special category data

We only collect special category data, such as ethnicity or sexual orientation, where it is anonymised and relevant for our operations.

Right to withdraw consent

You have the right to withdraw your data for any of the processing based on consent above; however, we reserve the right to hold data under legitimate business interests. Please email us to withdraw consent on the.visitor.studies.group@gmail.com.

Privacy Notice

Updated February 2024

Retention policy

We retain personal data for up to fourteen years on individuals following the completion of work done on behalf of or for the Visitor Studies Group. We retain personal data for up to three years following membership lapse/expiry or event in all other instances.

Data sharing

We do not share data with third parties without explicit consent - i.e. for members who wish to be included in our Consultant Directory.

Internet users

If you access our website, we may collect additional data including: server address/IP address, data and time of visit, pages visited documents downloaded, user preferences or location data.

By continuing to use the site, you are agreeing to its use of cookies. Our website may use cookies to provide you with the best possible online experience and to allow you to access certain functionalities. Cookies can be blocked or restricted by changing your browser settings, but this may affect your experience of using this website. Use your browser's Help function to find out how to amend your settings.

Our website may contain links to other external websites. We are not responsible for the content or functionality of any such websites.