



Privacy Policy

At Invisible Dust we understand that keeping your data safe is very important, and we are committed to maintaining the trust of the visitors to our website. We take privacy very seriously and we comply with the standards set by the General Data Protection Regulation (GDPR).

This Privacy Policy explains the types of personal information we collect and how we use, disclose and protect that information.

The categories of information we collect, store and process include:

- Mailing lists so that we can email our newsletter to those interested in our work and events.
- Details of individuals who write for, or are featured on, our website www.invisibledust.com.
- Email correspondence.
- Personal data of people who participate in our projects.
- Staff and board data as required by law.
- Financial accounts including copies of invoices sent to us, as required by law.

Why we collect and use this information

We collect and use information under the following lawful bases:

- Legitimate interests
- Consent

Collecting information

We may collect information from a variety of sources including:

- A form on our website
- Email, post, phone and social media communications
- Personal recommendation

Storing personal data

We hold personal data on individuals who have signed up to our Newsletter mailing list, people featured on our website, those participating in our projects, and information given to us on financial documents such as invoices.

All data is held securely and is only accessible by staff or trustees who are authorised to view or process it.



Sharing personal data

Google Analytics

When someone visits www.invisibledust.com we use a third party service, Google Analytics, to collect standard internet log information and details of visitor behaviour patterns. We do this to find out things such as the number of visitors to the various parts of the site. This information is only processed in a way which **does not identify** anyone. We do not make, and do not allow Google to make, any attempt to find out the identities of those visiting our website.

MailChimp

We use MailChimp, a third-party provider, to deliver our newsletter. We have a data processing agreement with MailChimp, for more information please see <https://mailchimp.com/legal/privacy>.

You can unsubscribe from our mailing list at any time by clicking the unsubscribe button at the bottom of any of our emails, or by emailing Emma Hallam at emma@invisibledust.com

We also share information with our auditors in the preparation and examination of annual accounts.

We only share information when required to do so by law.

Requesting access to your personal data

In line with GDPR you are entitled to request a copy of your personal data held by us and you may ask for it to be corrected or removed, unless we are legally obligated to store it. Please note that sometimes we might not be able to help, for instance if the law tells us we can't.

Please email your request to Emma Hallam at emma@invisibledust.com.

Changes to this Privacy Policy

We may change this Privacy Policy at any time, and from time to time. All updates and amendments are effective immediately upon notice which we may give by any means, including by posting a revised version of this Policy on the website. We encourage you to review this Policy often to stay informed of any changes that may affect you.

This Privacy Policy was updated in May 2018.