

# PRIVACY STATEMENT

## GENERAL INFORMATION ON THIS SITE

*Responsible for the website:* Children's Educational Development Fund, please contact [info@cedf.ie](mailto:info@cedf.ie)

## PURPOSE AND EXTENT OF THE INFORMATION WE COLLECT

Any details you give us will be at your own discretion. We will not pass your details to a third party without your consent. Should you fill out the contact form, the information collected will be used to liaise with you in the future.

## PRIVACY

Children's Educational Development Fund does not collect any personal information about users, except that which is knowingly and specifically supplied to us by the user. Children's Educational Development Fund is committed to ensuring the privacy of your personal information. Children's Educational Development Fund has an online form which members of the public can fill out to ask a question or to make contact. Children's Educational Development Fund will not sell or pass on your information to any other organisation unless you specifically and expressly give us permission to do so.

## DISCLOSURE

We will not release any of your personal details to a third party without your consent.

## RIGHT OF ACCESS

The only details we will retain belonging to you are details that you have freely given to us and or that are already in the public domain.

## RIGHT OF RECTIFICATION OR ERASURE

If you believe we have any inaccurate administrative details belonging to you, please advise us and we will make the correction.

## COOKIES

Please read our Cookie Policy here: <http://cedf.ie/cedf-cookie-policy.pdf>

## SECURITY

Children's Educational Development Fund takes security very seriously using secure means of transferring and storing any data received. Our administrative and tech support staff are aware and trained in the measures used.

## ACCURATE, COMPLETE AND UP-TO-DATE INFORMATION

We would like to ensure that the contact details you have submitted are up-to-date so we may contact you in the future to confirm that the details we have on file are accurate.

## ADEQUATE, RELEVANT, NOT EXCESSIVE

It is our policy to only hold on to relevant or necessary data submitted to us. We will review and update any data received via the website on a regular basis. We will delete any information that is no longer relevant or necessary after 18 months of obtaining it.

## RETENTION

Data collected will be held for no longer than 18 months or than is necessary for the purpose(s) for which they were obtained.

## COMPLAINT RESOLUTION

Should you wish to discuss any matters or concerns relating to the processing of personal data on our website or any aspect of the website itself, please contact us by email at [info@cedf.ie](mailto:info@cedf.ie) or by post:

**Children's Educational Development Fund, 15 Tullyhall Rise, Lucan, Co. Dublin, K78 PX82, Ireland**