



## inState Privacy Notice (24<sup>th</sup> July 2020)

inState (**"inState"**) is a student-led access network (**"the platform"**), working to increase progression into professional careers for university students from state-schools and working class backgrounds. The core of the organisation is a focus on a formalised network of students and professionals from the same background and through this, providing access to opportunities, peer mentorship and professional development.

Those agreeing to this privacy notice and providing their personal information (**"participants"**) will receive communications from inState regarding joining our future mentorship and networking platform (**"services"**). Joining this platform will require you to sign a separate privacy notice in order to become a (**"member"**).

### **Our contact details**

Organisation Name: inState

Phone Number: +447425168787

E-mail: [info@instate.co.uk](mailto:info@instate.co.uk)

Website: <https://www.instate.org.uk/main.html>

### **The type of personal information we collect**

We currently collect and process the following information:

- Participants names and email addresses.

### **How we get the 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:

- To receive further information regarding the formal launch of inState.
- To receive further information regarding becoming a member of inState.
- To update your contact details.

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

- To communicate with you regarding the formal launch of inState and information on accessing and using our services.

We may share this information with authorised third parties acting on our behalf such as employees.

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



(a) **Your consent.** Participants give consent for the use of their data as set out in this privacy notice. You are able to remove your consent at any time. You can do this by contacting [info@instate.co.uk](mailto:info@instate.co.uk)

(b) **We have a legitimate interest.** The processing of data is necessary for the legitimate interests of inState or the legitimate interests of a third party, unless there is a good reason to protect the individual's personal data which overrides those legitimate interests.

### **How we store your personal information**

Your information is stored on third party (Mailchimp) servers.

Unless you request that we delete your personal information:

- We keep participants personal information until such a time that you no longer require access to information or no longer than a period of **six months**.

We will then manually dispose your information hosted on our third party servers.

### **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 rectification** – You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

**Your right to erasure** – You have the right to ask us to erase your personal information in certain circumstances.

**Your right to restriction of processing** – You have the right to ask us to restrict the processing of your personal information in certain circumstances.

**Your right to object to processing** – You have the the right to object to the processing of your personal information in certain circumstances.

**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@instate.co.uk](mailto:info@instate.co.uk) if you wish to make a request.