



Croydon Digital Inclusion – Privacy Policy (Communities First Foundation)

This Privacy Policy explains how Communities First Foundation ('we', 'our', 'us') collects, uses, and protects personal data through the Croydon Digital Inclusion website (www.croydondigitalinclusion.co.uk) and related activities. We are committed to safeguarding your privacy and ensuring your personal data is handled securely and lawfully.

1. Data Controller

The data controller responsible for your information is:

Communities First Foundation
BedZed Pavilion, 24 SandMartin Way,
Hackbridge, SM6 7DF
Email: enquiries@communitiesfirst.uk.com | Phone: 0208 682 9576

2. Information We Collect

We may collect personal information from you when you contact us, register for training, subscribe to newsletters, or use forms on our website. This may include your name, contact details, demographic information, and communication preferences.

3. How We Use Your Information

We use your personal information to:

- Respond to your enquiries or applications.
- Administer training registrations and course updates.
- Provide information on upcoming events and opportunities.
- Evaluate the effectiveness of our digital inclusion programmes.
- Meet legal and regulatory requirements.

4. Lawful Basis for Processing

We process data under one or more lawful bases as defined in the UK GDPR, including consent, contract performance, legal obligation, and legitimate interest in delivering our charitable and community objectives.

5. How We Store and Protect Your Data

Your data is securely stored and only accessible to authorised staff and volunteers. We employ encryption, password protection, and secure cloud systems to prevent unauthorised access, loss, or misuse of information.

6. Sharing Information

We may share limited personal information with trusted partners and funders (such as the Department for Science, Innovation and Technology, Croydon Council, and Croydon Smile Hub) for reporting and evaluation purposes. Data will never be sold to third parties.

7. Cookies and Tracking Technologies

Our site uses cookies to improve functionality and analyse usage. This includes Google Analytics and performance cookies to monitor website traffic and help us improve the user experience. You can manage cookie preferences through your browser settings or via our website cookie banner.

8. Your Data Protection Rights

Under UK GDPR, you have the right to access, rectify, erase, restrict, or object to processing of your personal data. To exercise these rights, please contact us using the details provided above.

9. Policy Updates

This Privacy Policy is reviewed annually. Updates will be posted on this page, and continued use of our site indicates acceptance of the revised terms.

Last updated: November 2025