

Privacy Notice – Friends of Benmore Outdoor Centre

Friends of Benmore Outdoor Centre (FoBOC) is a charity registered with the Office of the Scottish Charity Regulator. A Scottish Charitable Incorporated Organisation (Two Tier), charity number SC048918.

Our charitable purposes are:

The advancement of education, by:

- assisting children and young people from across Scotland who might otherwise have difficulty in accessing a high-quality residential experience at Benmore Centre
- enhancing the provision of a programme of outdoor and environmental activities to engage, develop and educate children and young people attending the Centre
- facilitating training for volunteers to ensure that children and young people from across Scotland gain maximum benefit from Benmore based outdoor activities.

The provision of recreational activities, or the organisation of recreational activities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended, by:

- supporting Benmore Centre in the provision of recreational activities for families, clubs and societies, members of the local community and others, to promote a healthy lifestyle and protection of the environment
- facilitating training for volunteers, as in 4.1

The advancement of the arts, heritage, culture or science, by:

- contributing, as appropriate, to the upkeep of the Grade B listed Benmore House to maintain its historical and architectural importance.

We are committed to protecting and respecting your privacy. This Policy/Notice explains when and why we collect personal information, how we use it, and how we keep it secure.

We regularly review our Privacy Notice and updates will appear on our webpage when necessary

(<https://www.experienceoutdoors.org.uk/friends-of-benmore>). By donating, applying for funding, using our webpage or otherwise contacting us, you are agreeing to be bound by this Notice. Links that we have added to our webpage to enable you to refer to information on other websites are not covered by this Notice.

Our email address is friendsofbenmoreOC@outlook.com

How do we collect information from you?

We obtain information about you when:

- you make a donation
- you (or in the case of pupils attending Benmore Centre, your parent, guardian, class teacher or Headteacher) submit a grant application to us
- you use our webpage
- you otherwise contact us.

What type of information is collected from you?

The personal information we collect might include your name, title, gender, postal address, email address, telephone number and any other information you submit (or a class teacher, Headteacher or parent or guardian submits) as part of a grant application (such as bank sort code and account number for the payment of the grant). If you make a donation, the data we collect and the way we use it is at the donor's discretion.

Our lawful basis for the collection and using your data

Our lawful basis for collecting or using personal information to receive donations, organise fundraising activities and provide grants is:

- Legitimate interests. We are collecting or using personal information because it benefits you, Benmore Centre, or someone else associated with the Centre, without causing an undue risk of harm to anyone. All your data protection rights may apply, except the right to portability. Our legitimate interests align with our charitable purposes listed above.

Where we get personal information from

- Directly from you
- Family members or guardians
- Schools, colleges, universities or other education organisations

- Councils and other public sector organisations

How is your information used?

We may use your information for a number of purposes, including;

- to process a donation that has been made
- to process a grant application
- to contact you by email, text, post or phone to:
 - seek your views or comments on what we do
 - send you communications that you have requested or that may be of interest to you
 - conduct campaigns, appeals and other fundraising activities. When we collect information from you, we will tell you if we would like to send you information about our activities including future appeals. We will give you the opportunity to opt in to any such communications and will tell you how to opt out at any time.

How long will we keep your data?

We review our data retention periods for personal information from time to time. We are legally required to hold some types of information to fulfil our statutory obligations as a charity. We will hold your personal information on our systems for only as long as is necessary for the relevant activity.

Who has access to your information?

We promise never to provide your personal information to a third party or third party organisation without your consent, except as detailed in this Privacy Notice, or to individuals other than those working directly for the Friends of Benmore Outdoor Centre

What security arrangements are in place to safeguard your information?

We will take reasonable precautions to prevent the loss, misuse or alteration of information you give us. Communications in connection with our services may be sent by email. For ease of use and compatibility, communications will not be sent in an encrypted form. Email, unless encrypted, is not a secure means of communication. While we endeavour to keep our systems and communications protected against viruses and other harmful effects we cannot bear responsibility for all communications being virus-free.

What use is made of cookies?

If cookies are used they will only be used to assist the purposes set out in this Privacy Policy/Notice.

How do I update my information?

If you would like us to see, correct or update any information, or if you would like to be deleted from our records, please email us at friendsofbenmoreOC@outlook.com

How to complain

If you have any concerns about our use of your personal information, you can make a data protection complaint to us: email: friendsofbenmorecentreOC@outlook.com

If you remain unhappy with how we've used your data after raising a complaint with us, you can also complain to the ICO. The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113 Website: <https://www.ico.org.uk/make-a-complaint>

Dated: This Privacy Notice was last updated on 15th June 2026.