



Privacy Policy

Who we are

Mesila UK is a charitable organisation in the Jewish Community, dedicated to empowering families to seek, achieve and maintain financial stability, creating awareness through events and educational programmes, and providing in-house training for Mesila Coaches. For legal purposes, the Trustees of Mesila UK are known as the "Data Controller", as we decide the purposes for and the means by which the personal data we hold is processed. We do so fairly and lawfully.

The information we hold about you

We may hold the following information about you:

- Your name and address
- Your phone number(s) and email address(es)
- Your date of birth
- Your marital status
- Details of donations
- Details of payments for our services
- Payment card details
- Summaries of Coaching sessions
- Feedback forms of the Coaching

The personal data are mostly stored electronically although there are also some paper records.

How we collect information

Our main source of information is when potential clients initially contacts us by telephone or email when we take contact details to send the clients the relevant Registration Forms which will contain also details re reason (s) for applying for Mesila Coaching and their payment details. Likewise, from donors, we collect contact details and keep records of donations pledges/made either via email, by post or over the phone, also to keep them updated about our events and new developments. When registration is required for Mesila training and events, we keep contact and payment details as well.

From time to time we update the data we hold about you when you inform us of changes such as a new telephone number, email or address.

How we use that information

Mesila UK has a legitimate interest in holding and processing the above information about you in order to provide services to our clients in line with our obligations and your expectations, and keeping records of pledges and received donations.

Mesila UK

Cavendish House
369 Burnt Oak Broadway • Edgware • HA8 5AW
Tel: 0333 344 1711
www.mesilauk.org • admin@mesilauk.org

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Other than the fact that our clients and the majority of our donors are Jewish, we do not store, process or pass to a third party any information deemed by legislation to be "sensitive personal data" for example, health or political affiliation information

Who we share it with

Mesila UK does not share personal data about its clients and donors with any external organisation except for the following:

- Gift Aid donors

How long do we keep personal data?

Mesila UK must keep all personal data safe and hold it for as long as you remain a client, and as long as donors are on our donors list for which they have to opt in. When no longer required, it is deleted and / or disposed of in a managed and secure way.

Your Rights

- You have the right to see the personal data that are held about you and a right to have a copy provided to you in an electronic format.
- If at any point you believe that the personal data, we hold about you is inaccurate you can ask to have it corrected.
- Where you have given us consent for processing your personal data, you can withdraw that consent at any time by notifying us (see "Who to contact" below). However, withdrawing your consent may not affect the processing of any data which took place beforehand.
- You can request that your personal data are deleted altogether.

You should be aware that taking any of the above steps could impact on you not receiving the services a client would be entitled to expect.

Who to contact

If you wish to:

- See your personal data and wish to exercise any of the rights mentioned above,
- Contact us about how we have handled your personal data,

Please contact the Mesila UK office either by email, post or telephone.

Updates to this Notice

This notice will be updated from time to time and you can and you will be notified of any changes.

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