Gyre Privacy Notice

Draft version: highlights need to be checked

This notice explains what personal information Gyre collects, why we need it, and your rights.
Last updated: October 2026.

Who we are

Gyre Collective CIC is a community interest company registered in England and Wales (company number 16993568). We are responsible for the personal information we hold about you.

If you have any questions about your information, contact us at **gyrecollective@gmail.com** or 20 Dawes Road, London, SW6 7EN.

What we collect

- **If you take part in our sessions or events:** your name, contact details, attendance and anything you tell us that we need to support you safely, such as access needs or health information.
- **If you refer yourself through our website:** your name, email address, and anything else you choose to give us, such as a phone number, how you would like us to contact you, and any access needs. The form sends your details to our email inbox. They are not stored on our website.
- **If you contact us:** your details and what you tell us.
- **If someone refers you to us:** the details they share with us, with your agreement, so that we can get in touch with you.
- **If you work or volunteer with us:** the details needed to manage that role. We will give you more information when you join.

We only collect sensitive information, such as about your health, if you choose to share it with us, or if we need it to keep you or someone else safe.

Why we use it

What we use it for	Our legal reason
Running our sessions and events, and supporting you	Our legitimate interest in running our services; your explicit consent for health information
Responding to self-referrals and referrals, and getting in touch with you	Our legitimate interest in responding to you; your explicit consent for any health information you choose to share
Responding to your questions and complaints	Our legitimate interest in answering you
Keeping people safe	Legal obligation, or to protect someone's life

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Who we share it with

We never sell your information. We only share it:

- with companies that help us run Gyre, such as our email, website and cloud storage providers, under agreements that protect your data
- with your permission, for example if you ask us to refer you to another service
- without your permission only if someone is at serious risk of harm, or the law requires it

How long we keep it

We keep your information only as long as we need it. If you refer yourself but do not go on to join us, we delete your details within 12 months. Records of our work with you are normally kept for 6 years after we were last in contact, then securely deleted.

Your rights

You have the right to:

- ask for a copy of the information we hold about you
- ask us to correct anything that is wrong
- ask us to delete your information
- ask us to stop or limit how we use it
- withdraw your consent at any time

Just contact us. It is free, and we will reply within one month.

Complaints

If you are unhappy with how we have handled your information, please tell us first. We will acknowledge your complaint within 30 days and let you know the outcome.

You can also complain to the Information Commissioner's Office (ICO): ico.org.uk/make-a-complaint or 0303 123 1113.

Changes to this notice

We may update this notice from time to time. The latest version will always be on our website.

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