



# NEURODIVERSITY

## I N L A W

### PRIVACY POLICY

Our organisation (Neurodiversity in Law) is a society run by an executive of legal professionals and students. This privacy policy will explain how our organisation uses the personal data we collect from you when you become a member.

#### Topics:

- What data do we collect?
- How do we collect your data?
- How will we use your data?
- How do we store your data?
- Marketing.
- What are your data protection rights?
- What are cookies?
- How do we use cookies?
- What types of cookies do we use?
- How to manage your cookies.
- Privacy policies of other websites.
- Changes to our privacy policy.
- How to contact us.
- How to contact the appropriate authorities.

#### What data do we collect?

Our organisation collects the following data:

- Personal identification information including:
  - Name.
  - Email address.
  - Age (confirmation of being 18 or over).
  - Professional/student status.
  - Place of work/study.
  - Payment information (donors only).
  - Social media usernames/handles.
  - Your photograph which you have provided voluntarily or which has been taken at one of our events with your consent.
- In the case of interviews/panel events:
  - Any personal identification information including name, age, place of work/study, social media usernames/handles.
  - Medical information in the form of neurodivergence status (where you have voluntarily provided this).



info@neurodiversityinlaw.co.uk  
@NDin\_Law

- Any other personal information which you have voluntarily provided us.

We do not ask you to divulge personal medical information such as your neurodivergence status.

## How do we collect your data?

You directly provide Neurodiversity in Law with most of the data we collect. We collect data and process data when you:

- Register with us online or in person to be a member.
- Donate to our organisation.
- Contact us, whether that is in person or by telephone/email/letter/social media.
- Attend or register for our events.

Neurodiversity in Law may also receive your data indirectly from the following sources:

- Legal companies and institutions.
- Neurodiversity/medical organisations.

## How will we use your data?

Neurodiversity in Law collects your data so that (where you have expressly consented) we can:

- Contact you and keep you up to date on our campaign activities.
  - Keep you aware of any events we host.
  - Ensure that all members are over 18 years of age.
  - Send you newsletters and website updates.
  - Tailor and improve our services/events to best suit our diverse membership. This will be done through anonymised surveys. You will be contacted regarding events which we think would be of interest to you based upon your status as professional/student.
  - Send you general marketing emails.
  - Remind you of upcoming events you have signed up for.
  - Contact you with updates regarding the executive and advisory committees.
  - Maintain a line of communication to ask for further support (either financially, in person, or through social media output).
  - With your prior agreement via our Outreach Consent Form, post agreed information including photographs on our website and our social media.
  - Panellists'/interviewees' information will be stored in secure online storage until it is adapted to be made public on our website with your prior consent.
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- Upload photographs of events to our website and social media.
  - Remind you about your membership renewal date.



- Your information may be processed by another organisation e.g. using your email address for SurveyMonkey surveys, inputting your information into our MemberMojo database, Eventbrite when you book an event with us.

Neurodiversity in Law will not share your data with any other companies or organisations. If we partner with another organisation and this policy changes you will be contacted, and a new agreement will be made.

### How do we store your data?

Neurodiversity in Law securely stores your data in an online GDPR compliant database called MemberMojo.

Neurodiversity in Law will keep your personal information (and medical information where applicable) for 13 months. This period covers your 1 year membership period and 1 month post lapse. Once this time period has expired, we will delete your data. If you renew your membership the 13 month period will restart from the latter of (a) the end of the first period or (b) the date of renewal.

Panellists'/interviewees' personal information is stored securely online for a maximum of 2 months to allow the Outreach Team to edit it before making it public on our website/social media. Once published it is deleted. The edited information you have agreed to publish will remain on our website/social media indefinitely or until you retract your consent. Where your consent has been retracted we will delete the information as soon as practicable.

If law or our policy changes, this agreement will be terminated, and a new policy will be drafted. You will be informed of any changes to our policy.

### Marketing

Neurodiversity in Law would like to send you information about our campaigns and other items of ours that we think you might like.

If you have agreed to receive marketing, you may always opt out at a later date.

You have the right at any time to stop Neurodiversity in Law from contacting you for marketing purposes.

If you no longer wish to be contacted for marketing purposes, please contact us directly.

### Membership

If you become a member of Neurodiversity in Law you have a right at any time to end your membership and to stop Neurodiversity in Law from contacting you.

If you no longer wish to be a member of Neurodiversity in Law, please contact us directly.

### What are your data protection rights?



info@neurodiversityinlaw.co.uk  
@NDin\_Law

Neurodiversity in Law would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

**The right to access** – You have the right to request Neurodiversity in Law for copies of your personal data. We may charge you a small fee for this service.

**The right to rectification** – You have the right to request that Neurodiversity in Law correct any information you believe is inaccurate. You also have the right to request Neurodiversity in Law to complete the information you believe is incomplete.

**The right to erasure** – You have the right to request that Neurodiversity in Law erase your personal data, under certain conditions.

**The right to restrict processing** – You have the right to request that Neurodiversity in Law restrict the processing of your personal data, under certain conditions.

**The right to object to processing** – You have the right to object to Neurodiversity in Law's processing of your personal data, under certain conditions.

**The right to data portability** – You have the right to request that Neurodiversity in Law transfer the data that we have collected to another organisation, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email: [GDPR@neurodiversityinlaw.co.uk](mailto:GDPR@neurodiversityinlaw.co.uk) or call us on: 07857244554

## Cookies

Cookies are text files placed on your computer to collect standard Internet log information and visitor behaviour information. When you visit our websites or our social media, we may collect information from you automatically through cookies or similar technology.

For further information, visit [allaboutcookies.org](http://allaboutcookies.org).

## Privacy policies of other websites

The Neurodiversity in Law social media may contain links to other websites. Our privacy policy applies only to our media, so if you click on a link to another website, you should read their privacy policy.

## Changes to our privacy policy

Neurodiversity in Law keeps its privacy policy under regular review and will inform you of any updates. This privacy policy was last updated on 13 September 2020.

## How to contact us



[info@neurodiversityinlaw.co.uk](mailto:info@neurodiversityinlaw.co.uk)  
[@NDin\\_Law](https://www.instagram.com/NDin_Law)

If you have any questions about Neurodiversity in Law's privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us: [GDPR@neurodiversityinlaw.co.uk](mailto:GDPR@neurodiversityinlaw.co.uk)

Call us: 07857244554

### How to contact the appropriate authority

Should you wish to report a complaint or if you feel that Neurodiversity in Law has not addressed your concern in a satisfactory manner, you may contact the Information Commissioner's Office.



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[@NDin\\_Law](https://www.instagram.com/NDin_Law)