

Last updated: 10.06.23

# Privacy Policy

Super Power Agency is a registered Charity, SC046550



---

## Introduction

At the Super Power Agency, we place a high value on your data. Your information is stored in a secure Salesforce database and is only accessed by a select few of our heroes. This privacy policy is here to let you know, in accordance with GDPR (General Data Protection Act 2018), what data we collect, how we store it and what we use it for. We pledge that we will not be villains with your data but instead keep it as safe as houses inside our secret lair. Here's what you need to know:

## Volunteers

When you register to become a volunteer, the Super Power Agency collects your personal information. We use this information to connect and inform you of volunteer opportunities with our programmes; let you know about book launches; volunteer trainings and appreciation events; to conduct volunteer surveys about your experience with the SPA; to contact you if we need to obtain or provide additional information; to check that our records are correct and we have the most up-to-date information. We will NEVER rent, trade, or give your information to other organisations or businesses. Your personal information will be kept for a period of twelve months in our secure database that is password protected. At the end of the twelve months we will ask you to update and/or reconfirm the information that we're holding and whether you are still happy for us to have that information

## Newsletters

When you register for our newsletter, the Super Power Agency collects your personal information. We use this information to tell you about news, events, and programmes you've asked to keep updated on; to contact you if we need to obtain or provide additional information; to check that our records are correct and to check every now and then that you're happy and satisfied with our heroic efforts. We NEVER rent or trade email lists with other organisations and businesses.

The Super Power Agency uses MailChimp, a third-party provider to deliver our main and our volunteer newsletters. We gather statistics around email opening and clicks using industry standard technologies to help us monitor and improve our e-newsletter. For more information, please see [MailChimp's privacy notice](#). You can unsubscribe to general mailings at any time by clicking the unsubscribe link at the bottom of any of our emails or by emailing our staff at [info@superpoweragency.com](mailto:info@superpoweragency.com)

Thank you for being a superhero and rest assured you can ask to view, amend or have any personal information we might hold, deleted at any time, by emailing our Managing Director Claire Hefferman at [info@superpoweragency.com](mailto:info@superpoweragency.com).

We will review this Privacy Policy on an annual basis. This policy was last reviewed and approved by our Board of Trustees on 10 June 2023