



Privacy Policy

This Privacy Policy explains the types of personal data Shore Safeguarding may collect, how we use it, and how we keep it safe.

1. Who We Are

Shore Safeguarding is an independent safeguarding consultancy offering supervision, advice, and training to organisations working with children, young people, and vulnerable adults.

2. Contact for Data Protection

If you have any concerns about data protection or privacy, please contact julie@shoresafeguarding.co.uk and we'll be happy to help.

3. Why We Process Data

We process personal data to deliver our services, maintain professional relationships, and meet legal obligations. We do not use your data for any other purpose.

4. Legal Bases for Processing

We process data under the following lawful bases:

- Contractual obligation – to deliver services and manage contracts
- Legal obligation – for example, retaining financial records for HMRC
- Legitimate interest – to maintain long-term professional relationships
- Consent – when you opt in to receive updates or communications

5. When We Collect Data

We collect data when you contact us, engage our services, or interact via email, phone, or our website.

6. What Data We Collect

- Contact details: name, email, phone number, organisation
- Limited financial information for invoicing and payments
- Website usage data (via Google Analytics)

We do not collect special category data.

7. Website & Third-Party Links

Our website may link to third-party sites. We are not responsible for their privacy practices. Please review their policies before submitting personal data.

8. Social Media

Any information shared on Shore Safeguarding's social media platforms is public. Please exercise caution when posting personal data.

9. Social Media Widgets

Our website may include social media buttons (e.g. LinkedIn, Facebook). These may collect limited data such as your IP address and page visits. Please refer to the privacy policies of each platform.



Shore Safeguarding

Supervision & Consultancy

in Education, Sport & Community

10. How We Use Your Data

We use your data to:

- Deliver services and respond to enquiries
- Improve our offerings
- Communicate updates, with your consent
- Meet legal and contractual obligations

11. Data Retention

We retain data only as long as necessary. Financial records are kept for **6 years** to comply with HMRC. Other data may be retained for up to **15 years** for legal or safeguarding reasons.

12. Data Security

We take data security seriously:

- Data is stored securely on UK-based servers
- Access is restricted to those with a genuine business need
- We use encrypted systems, strong passwords, and two-factor authentication
- We operate a paperless office and follow secure mobile device protocols

13. Sharing Your Data

We may share data with trusted third-party providers, such as IT services and payment processors, who act on our instructions and comply with data protection standards.

14. International Transfers

We do not routinely transfer data outside the UK/EEA. If we do, we ensure appropriate safeguards are in place.

15. Your Rights

You have the right to:

- Access your data
- Request correction or deletion
- Restrict or object to processing
- Withdraw consent
- Lodge a complaint with the ICO (www.ico.org.uk/concerns)