



# Privacy Notice

**Growing Resilience in Teens (GRIT)**  
**Registered Charity under number 1176272**

## Address

Hitchin Youth Trust  
111 Walsworth Road  
Hitchin SG4 9SP

**Email:** [hello@gritcharity.org](mailto:hello@gritcharity.org)

**Website:** [www.gritcharity.org](http://www.gritcharity.org)

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### 1. Purpose

This Privacy Notice explains how GRIT collects, uses, and protects your personal data in accordance with the UK General Data Protection Regulation (UK GDPR).

### 2. The personal data we collect

We currently collect and process the following personal data:

- Personal details (for example, your name, age and your contact details and your gender)
- Lifestyle and Family details (for example, parents & guardians, or anyone who might have referred you to us and their contact details, emergency contact information, your hobbies or interests, goals and achievements)
- Your views on your home and school or work life
- Education and Employment details (your school, year, attendance, teacher contacts or information about any work you do)

- Support records and Communications history (email messages, coaching session attendance, coaching notes, topics of discussion)
- Photographs of group sessions
- Safety concerns and potential risks
- Sensitive data such as ethnic background, health information (your GP details, physical or mental health status, medication, addictions such as smoking, vaping, drug or alcohol abuse, hospital attendance), neurodiversity, young offender or young convictions information.
- Gender identity

### 3. How we collect your data and why

Most of the personal data we process is provided to us directly by you.

We also receive personal data indirectly, from the following sources in the following scenarios:

- If someone has referred you to our coaching programme, we will ask for information about you from them;
- We may also have information about you from your school or GP or other care professionals.

We use the personal data for the following reasons:

- Considering your application to join our coaching programme
- Administration of our individual or group coaching programmes
- Meeting our safeguarding obligations
- Supporting your wellbeing
- Communicating with you and putting you in contact with other young adults on our programme
- Improving the way in which we support the young adults on our programme
- Meeting our legal obligations as a registered charity

### 4. Lawful basis for processing your data

Under UK GDPR, we rely on the following lawful bases:

- **Contract** – When you join our programme, we enter into a coaching contract with you.
- **Legal obligation** – We must comply with safeguarding and charity regulations.
- **Legitimate interests** – For example, reviewing our coaching practices to improve how we work.

## 5. Sharing your data

We restrict who can access any information we hold about you but, in some circumstances, we may need to share your information with other parties. These will include:

- Our professional advisors and suppliers such as the company that host our systems
- Healthcare professionals, social, security or emergency services
- Other support services where you have agreed that we can reach out to them
- Your parents or guardians
- Your teachers
- Other circumstances where we might have a legal obligation to disclose your information. We will always inform you about these where we are able to.

## 6. How we store and retain your personal data

Your information is securely stored.

If you are referred to us but don't join our programme, we will only keep your personal details for 6 months after which time it will be securely deleted.

If you join our programme, you can continue to participate in our sessions any time up to the age of 24. We will keep your information while you're part of the programme, and securely delete it 7 years after you turn 24.

## 7. Your Rights

Under data protection law, you have rights in relation to your personal information. These rights include:

- **Your right of access** – You have the right to ask us for copies of the personal information we hold about you.
- **Your right to rectification** – You have the right to ask us to correct any personal information you think is inaccurate or incomplete.
- **Your right to erasure** – In certain circumstances, you have the right to ask us to delete your personal information.
- **Your right to restrict processing** – You can ask us to limit how we use your personal information in certain situations.
- **Your right to object to processing** – In specific circumstances, you can object to how we are using your personal information.
- **Your right to data portability** – In some cases, you can ask us to transfer the personal information you gave us to another organisation, or directly to you.

You do not have to pay any fee to exercise your rights. If you make a request, we have one month to respond. To make a request, please contact us using the details at the top of this Privacy Notice.

## 8. How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at the contact details shown at the start of this notice.

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>

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## 9. Age-Appropriate Summary (Young People) *continued overleaf ....*

- Created by Harvey,H,Harry,CXL R on 20/6/24
- Updated by: Lydia Casey (Administrator) on 27/6/25
- Approved by Dr Louise Randall, Chairman

Signature:

Date:

*Dr Louise Randall*

13/07/2025

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- Next review date: 27/6/28



## ✨ GRIT – Privacy Notice for Young People ✨

Growing Resilience in Teens (GRIT) – Charity No. 1176272

**We care about your privacy! Here's what you need to know.**

### **What Information Do We Keep About You?**

-  **Your Details** – name, age, contact info, and gender
-  **Your Family & Hobbies** – who takes care of you, your interests, what you're good at
-  **Your Thoughts** – what you think about your home, school, or work
-  **School or Job Info** – your school, year group, attendance, and teacher contact info
-  **Messages & Meetings** – your emails, session attendance, and what we talk about
-  **Photos** – from group activities (with your permission)
-  **Safety Stuff** – anything we should know to keep you safe
-  **More Personal Stuff** – health info, feelings, medication, GP details, background
-  **Your Identity** – your gender identity, and how you want to be known

### **How Do We Get Your Info & Why?**

-  **You tell us**
-  **Others tell us** – like your school, GP, or someone who referred you

### **We use your info to:**

-  See if you can join our programme
-  Help run coaching and group activities
-  Keep you safe
-  Support your wellbeing
-  Stay in touch and connect you with others
-  Make our programme better
-  Follow charity rules

## Who Do We Share Your Info With?

We keep your info private but might need to share it with:

-  Doctors or helpers
-  Your teachers or carers
-  Your parents or guardians
-  Emergency services if you're at risk
-  Legal people if the law says we must

## How Long Do We Keep Your Info?

-  If you don't join GRIT – we delete your info after **6 months**
-  If you join – we keep your info **until you're 24**, then delete it **7 years later**

## What Are Your Rights?

You can:

-  See your info
-  Fix anything wrong
-  Ask us to delete your info (sometimes)
-  Ask us to stop using it
-  Say “no” to how we use it (sometimes)
-  Ask for a copy of your info

 It's free! We'll get back to you in a month.

## Not Happy?

First, tell us at [hello@gritcharity.org](mailto:hello@gritcharity.org)

Still not happy? Talk to the **ICO** – the people who protect your data.

**Information Commissioner's Office (ICO)**

[www.ico.org.uk](http://www.ico.org.uk) |  0303 123 1113