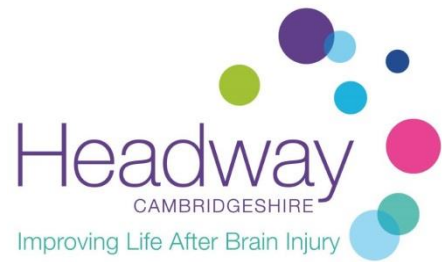
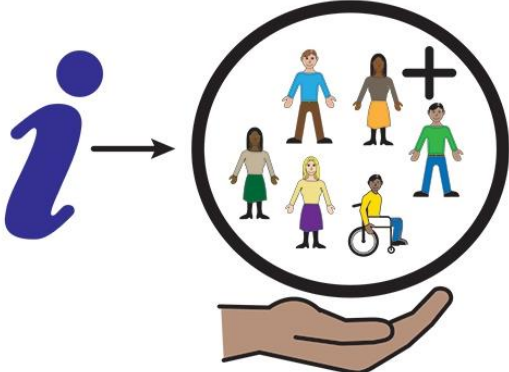

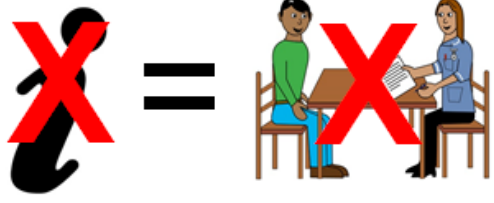


How we look after your personal information at Headway Cambridgeshire



Your personal information	
<p>private information</p>  An illustration showing a large blue lowercase letter 'i' with an arrow pointing to a circular frame held in a hand. Inside the circle are several small icons of diverse people, including a man, a woman, a child, and a person in a wheelchair, with a plus sign above them.	<p>We, Headway Cambridgeshire, hold personal information about the people we provide services to.</p>
 An illustration of a person in a green shirt and blue pants sitting at a wooden table. A healthcare professional in a blue uniform is sitting opposite them, holding a clipboard and looking at the person.	<p>We need this information so that we can assess your needs and provide you with support.</p>
 An illustration showing a black silhouette of a person with a large red 'X' over it. This is followed by an equals sign and then the illustration of the person at the table from the previous row, also with a large red 'X' over it.	<p>Without this information we may not be able to provide you with our services.</p>

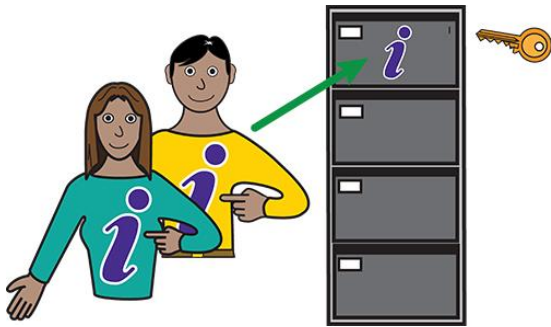
Your personal information

information about me



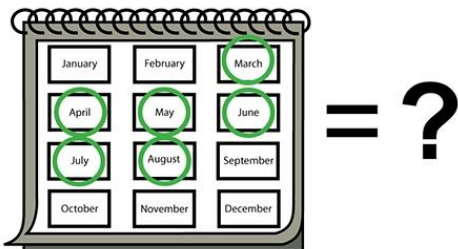
This information could include:

- your name
- your contact details
- your family details
- your health details
- which services we provide



We do our best to always protect your personal information.

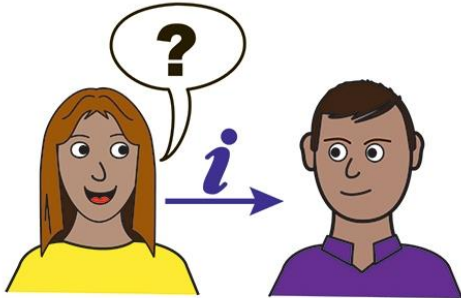
how long



We keep hold of your information for as long as it is needed and for as long as the law requires us to.

Sharing your information

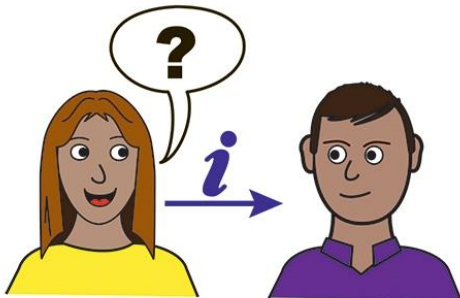
share information



To provide support we may sometimes need to pass your details on to another organisation.

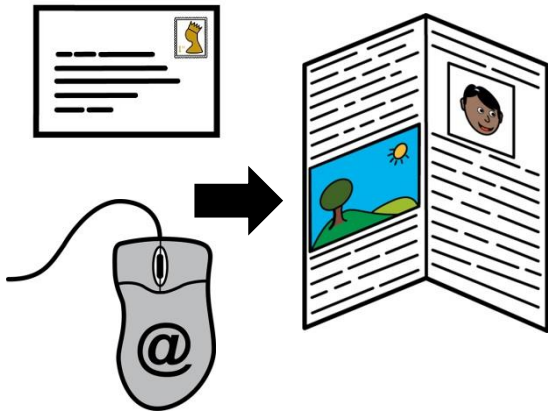


share information



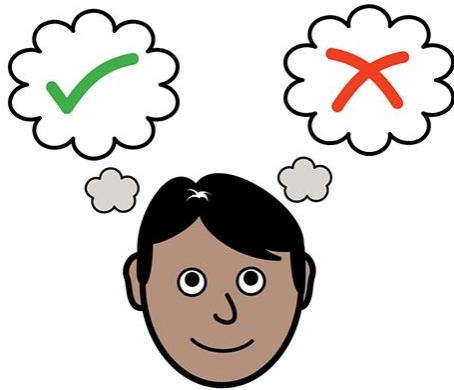
We may also need to share your information if there is a crime or a risk of harm.

Sending you information and asking your permission

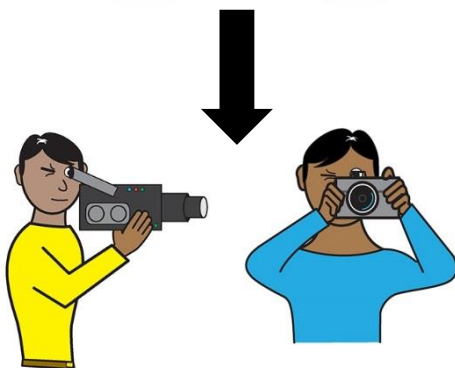
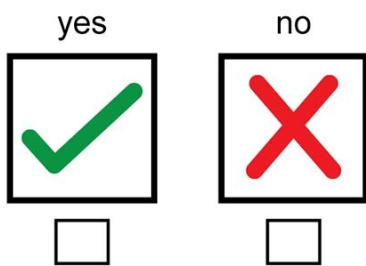


We will send you information about the services we provide.

consent



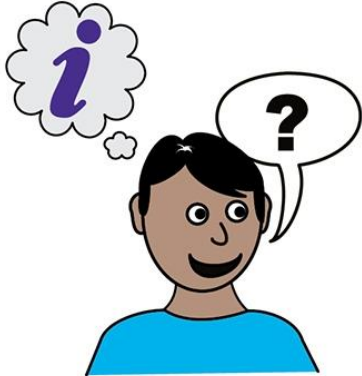
We will ask for your permission to send you other information. This could be about events or raising money for Headway Cambridgeshire.



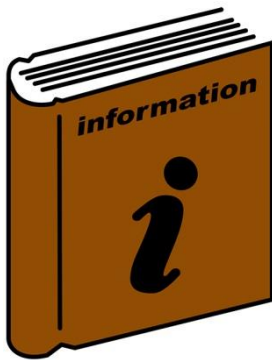
We will ask for your permission to photograph or film you, or record you speaking.

Find out more

ask for information



You can ask to see the information that we hold about you whenever you want.



You can find out more by reading our Privacy Notice on our website:

www.headway-cambs.org.uk/privacy-notice

phone for information



You can talk to us about this by calling or emailing us:

01223 576550

info@headway-cambs.org.uk