

Privacy notice for children and young people

Who are we?

At Yorkshire Building Society (YBS), we offer savings accounts to children and young people up to age 21.

What is a privacy notice?

A privacy notice helps us to tell you how we use your personal data, like your name, address and date of birth. It tells you how we get it and where we get it from. It also tells you who we may share it with.

Why do we need one?

The law says we need to tell you how we collect and use your personal data and what your rights are. This law is called the General Data Protection Regulation (or GDPR for short).

What is personal data?

This is any information that could be used to identify you like your name and address, your date of birth, your email address or your telephone number. It will also include documents used to identify you, like your passport or birth certificate.

Where we get your personal data from

We will get information about you from various people. This includes:

From you:

- If you open a savings account yourself, either online, over the phone or in our branches.
- If you have entered one of our competitions.
- If you send us a message on Social Media such as Facebook, Twitter or LinkedIn.
- If you contact us by email, post, phone or in person.

From a third party:

Sometimes, we might also get information about you from someone else (called a third party), such as a parent or guardian or family member, like your grandparent, aunt or uncle. This might be when they open an account on your behalf.

What we do with your personal data

We use the information that we collect about you to:

- help us to identify you when you open an account with us yourself or where an adult has opened an account on your behalf.

- manage your savings account and to provide you with any help and support that you might need.
- inform you if you have won where you have entered any of our competitions or prize draws.
- to send you birthday greetings such as a birthday card.

We will not send any marketing material to children under 16. If you have an account with us when you turn 16, we'll ask if you would like to receive this type of information about our products from us and how you wish us to communicate with you.

How long we keep your personal data for

We only keep your information for a reasonable amount of time and no longer than is necessary. Sometimes the law tells us how long we must keep your information. If you would like to know more about how long we keep information for then please contact us.

Who can see my personal data?

We only allow those who need to see your information to have access to it. Sometimes, we might need to let other people or organisations see and use your information, like the police or other agencies so that we can do our job, but we will only do this when we really need to or where we have your permission (or if you are under 16, your parent or guardian's)

Keeping your personal data safe

At YBS we have a lot of measures in place to make sure your information is safe. If we do have to share your information, we will do this in a secure way. We also have a process in place in case things go wrong to make sure we protect your information.

Your rights

You have a number of rights in relation to your information, just like as adults have. These let you:

- Ask how we use your information.
- Ask to see the information we hold.
- Ask us to change information you think is wrong.
- Ask us to remove information when it's not needed anymore.
- Ask us to only use your information in certain ways.
- Tell us you don't want your information to be processed.

You can request any of these rights by completing our simple [Online Request Form by clicking this Link](#). You can ask a parent or guardian to help you if needed and if you give permission, they can ask on your behalf. We will respond directly to you to your request within a month.

Alternatively, you can:

- Visit us in our Branch or Agency ;

- Call us on 0345 1200 100 ;

- Write to us at the address below:

Data Subject Request
Yorkshire House
Yorkshire Drive
Bradford
West Yorkshire
BD5 8LJ

You can find out more about these rights in our main [privacy notice](#).

Things to remember!

- The law allows us to get and use your information to help us do our job.
- We may share your information with others, but only when we really need to.
- We will ask for your permission to share your information whenever you have a choice.
- You can tell us not to share your information, even when you have said yes before.
- You have a number of rights in relation to your information.

Data Protection Officer (DPO)

If you have questions about this notice, you should discuss this with your parent or guardian, but you can also contact our Data Protection Officer (DPO). This is the person responsible for making sure we do things right when it comes to your information. You can write to them at:

Data Protection Officer
Yorkshire House
Yorkshire Drive
Bradford
West Yorkshire
BD5 8LJ

You can also email them - dpo@ybs.co.uk

Complaints

If you are not happy with how we have used your information, you can make a complaint to us using the details above or by calling 0345 1200 100. You can get a parent or guardian to help you with this.

You also have the right to complain about us to a person who protects your privacy rights in the UK, known as the Information Commissioner. Their details are:

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

Telephone: 0303 123 1113

Web: ico.org.uk

Updating this notice

We regularly review and, where necessary, update our privacy information contained within this notice. This was last updated on 5 July 2021.

**This notice is available in alternative formats. Please call us on 0345
1200 100**