



Clarendon Lodge Patient Participation Group (PPG) Privacy Notice June 2026

Who We Are

Clarendon Lodge Medical Practice's Patient Participation Group (PPG) is a voluntary group made up of registered patients. We work in partnership with the Practice to improve services and the patient experience.

Why We Collect Your Information

We may collect limited personal data (such as your name and email address) in order to:

- Share newsletters and updates about the PPG and Practice services
- Invite feedback through surveys
- Promote opportunities to get involved in PPG activities

What Data We Collect

- Name
- Email address
- Age group/gender *Are these still necessary?*
- Survey responses (where applicable)

We do **not** collect medical information or sensitive health data.

How We Use Your Data

- Your information will only be used for the purposes listed above.
- We will never sell your data or share it with third parties.
- You may opt out at any time.

How Long We Keep Your Data

We will retain your contact details only for as long as you remain a member of the PPG or until you withdraw your consent. We review our contact list annually to ensure all information remains accurate and up to date.

Legal Basis for Processing

We rely on your consent to process your personal data. You may withdraw this consent at any time by contacting us or by using the unsubscribe link at the foot of every newsletter.

Data Controller

When the PPG collects and manages its own contact information (such as names and email addresses of PPG members), it does so independently and is the data controller for that information. This is separate from the GP practice, which remains the data controller for all clinical and patient records.

Your Rights

You have the right to:

- Access the personal data we hold about you
- Request correction or deletion of your data
- Withdraw your consent at any time

To exercise these rights, please contact: clmpppg@gmail.com

Your Right to Complain

If you have any concerns about how your personal data is handled, you have the right to raise this with the Information Commissioner's Office (ICO)

Data Security

We take appropriate measures to keep your data secure. Access is restricted to authorised PPG members only.

Updates to This Notice

We may update this notice periodically. The most recent version will be available on the PPG section of the Practice website or provided on request.