

PRIVACY NOTICE – VE MAIL



Who we are

This letter-writing initiative is run by [/together](#), a UK-based charity committed to building kinder, closer and more connected communities. We take your privacy seriously and are committed to protecting the personal data of all participants.

What this notice covers

This notice explains:

- What information we collect
- How we use it
- How long we keep it
- Your rights (and your parent/carer's rights)
- How to contact us

What information we collect

We only collect information needed to run VE Mail safely and fairly. This may include:

- Child's first name and age (we do not ask for surnames)
- Name of school or youth group (optional)
- Letter content (which may contain personal reflections, with your permission)
- Contact details for a teacher, youth leader, or parent/carer – not the child

How we use your information

- To run VE Mail (e.g. review letters, compile for Veterans)
- To communicate with your teacher, parent, or carer about the letter
- To showcase selected entries (first name, age, and school only) online, in exhibitions, or publications
- To include letters in a public archive after the VE Mail initiative ends

If your letter is selected for the archive or display, we will only show your first name, age, and the content of your letter, unless additional consent is given.



How long we keep your data

- Personal contact details will be stored securely and deleted within 6 months of the VE Mail closing.
- The letters themselves may be kept permanently in a public archive, as part of a national record, but will not include identifying personal data.

Legal basis for using your data

Under UK data protection law (UK GDPR), we rely on:

- **Consent** (from a parent/guardian or school/youth organisation) for participation
- **Legitimate interest** to deliver and archive VE Mail in the public interest

Your rights

You or your parent/carer can ask to:

- See the information we hold
- Correct or remove anything inaccurate
- Withdraw consent before the archive stage

Contact us

If you have any questions or concerns about how we handle your data, contact:

/together

Email: info@together.org.uk

Registered Charity No: 1193060

Data Protection Officer: Jon Knight, Chief Executive Officer

If you're not happy with our response, you can also contact the Information Commissioner's Office (ICO): www.ico.org.uk