

GDPR PROTECTION POLICY

As a responsible provider of services to our clients and service users to operate efficiently and effectively, Blackstone Care sometimes stores large amounts of confidential information about our clients and service users.

In 1984 the Data Protection Act was passed; this act requires all organisations that store information about individuals on the computer or in an automatically processable format to register with the data protection registrar.

Blackstone is registered with The Data Protection Registrar under the requirements of the act. Each year we re-notify in accordance with the new requirements.

It is our firm Policy to abide by the requirements of the act and to reassure all clients and service users of the integrity and security of our information record system. Blackstone Care abides by the 8 principles of good practice of the act. These are as follows:

- Information should be obtained fairly and lawfully
- Information should be processed fairly and lawfully
- Information should only be held for the purposes as detailed in our registration
- Information should only be disclosed to those people stated in our registration
- Information should be relevant and adequate but not excessive, accurate and up to date
- Information should be held no longer than necessary
- Information must be accessible to the individual who can change or remove inaccurate information
- Information should be surrounded by adequate and proper security

Blackstone is a Cyber Essentials Certified Company and follows the GDPR guidelines.

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Created and authorised By:	Alfredo Alexander & Simon Smith



