



# ST JOHN'S COLLEGE FOUNDATION

## Privacy Notice

This Privacy Notice explains how the St John's College Foundation will obtain, use, and disclose your personal information in accordance with the requirements of the Protection of Personal Information Act ("POPIA").

### Our Organisation

The St John's College Foundation

St David Road

Houghton,

2198

Johannesburg,

South Africa

### What type of personal information do we collect?

Personal information collected by the St John's College Foundation can include a data subject's name, contact number(s), birth date, identity number, company identifier(s), gender, employment details, marital, family, policy, location information, online identifier(s), donations made, tax number.

When personal information is collected, the St John's College Foundation will indicate the purpose for the collection and whether the information required is compulsory or voluntary.

### How will we use your personal information?

The St John's College Foundation will collect and use your personal information only for the purpose for which it is collected and agreed with you. Among others, this purpose includes providing a service, assist us with donor administration, or even to comply with a legal obligation. In addition, we may use your personal information for other similar purposes, including marketing and communications, but that will only occur in the case where we have your consent or another lawful justification for doing so.

St John's College  
St David Road, Houghton,  
Johannesburg, 2198  
South Africa

T: +27 (10) 492 0075  
E: [advancement@stjohnscollege.co.za](mailto:advancement@stjohnscollege.co.za)  
For more information visit  
[www.stjohnscollege.co.za/advancement](http://www.stjohnscollege.co.za/advancement)



## **Do we share your personal information?**

To maintain and improve our services, your personal information may need to be shared with or disclosed to our service providers, other organisations such as ours or, in some cases, public or legal authorities.

## **Information Security**

At the St John's College Foundation, we are committed to protecting your privacy impact and to ensure that your personal information is collected and used properly, lawfully, and openly. We restrict, secure and control all of our information assets against unauthorised access, damage, loss, or destruction; whether physical or electronic.

## **Your rights in terms of your information**

You have the right to request access to any of your personal information we may hold. If any of that information is incorrect, you may request that we correct it. If we are improperly using your information, you may request that we stop using it or even delete it completely.

Where it may have been necessary to get your consent to use your personal information, at any moment, you have the right to withdraw that consent. If you withdraw your consent, we will cease using your personal information without affecting the lawfulness of processing based on consent before your withdrawal.

## **Our Policy**

The St John's College Foundation will retain your data in compliance with the POPI Act and in compliance with our internal policies and other applicable legislation.

## **The SA Information Regulator**

You have the right to lodge a complaint with the SA Information Regulator. See the Information Regulator contact details below.

The Information Regulator (South Africa)

JD House

27 Stiemens Street

Braamfontein

Johannesburg

2001

infoereg@justice.gov.za