



Website Privacy Notice

Our commitment

Le Chéile Mentoring is fully committed to complying with its legal obligations in respect of data protection and ensuring that your personal data is safeguarded.

This Privacy Notice explains why we collect your data, what data is collected, how it is used and protected, and what you can do to exercise your rights as a data subject or to seek further information.

We have tried to keep it as simple as possible, but if you are not familiar with any of the terms or if you have any questions, please get in touch using the contact details below.

What information do we process?

i. Personal Data

Le Chéile Mentoring collects the following types of information as you use our website:

- When you submit your name and email address to receive news and updates from us. When you submit a contact form with your name, telephone number, email address and personal message or question.
- When you fill in a volunteer application form.
- We collect your basic personal details, emergency contact details, information on your previous experience, your reasons for volunteering, your potential availability, disclosure of criminal convictions, reference information and details on how you found out about Le Chéile.
- When you respond to a job vacancy by submitting your CV, cover letter or completed application form.
- We collect your basic personal information, details on your education history, employment history, relevant experience, reasons for applying, disclosure of criminal convictions, driving status, interests, and references.
- When a volunteer submits a weekly mentor update form. We collect your name and email address, along with details about the mentoring session.

- When partner agencies (e.g. the Probation Service, An Garda Síochána) submit referrals via our online referral form. This may include personal details of a young person or parent, contact information, details relating to offending behaviour, support needs (e.g. substance misuse, relevant medical history, learning difficulties), risks, reasons for referral and ESF related criteria.

All of the above information is only collected where it is voluntarily submitted.

ii. Non-Personal Data

We use nonpersonal data gathered from visitors to our website in an aggregate form to better understand where our visitors come from and to improve the design and functionality of our website.

Why do we collect and store your data?

Le Chéile Mentoring collects, processes and stores your personal data in order to support our mission as a community-based volunteer mentoring and family support service working with young people involved in or at risk of offending and their families.

This includes:

- Communicating with you about news, updates and services
- Informing you about our work and opportunities
- Inviting you to events
- Recruiting volunteers and staff
- Managing volunteer and job applications
- Initiating contact regarding mentoring or restorative justice programmes
- Responding to queries, feedback or complaints
- Managing newsletter subscriptions (you can unsubscribe at any time)
- Supporting mentoring relationships and internal reporting
- Conducting research and analysis to monitor performance of campaigns, events and services

What are the lawful bases for processing your data?

We process your personal data under the following lawful bases:

- Consent – where you have given clear permission
- Contract – where processing is necessary for a contract or application process
- Legal obligation – where we are required to comply with the law
- Legitimate interests – where processing is necessary for the effective operation, development and promotion of our services, provided your rights do not override these interests

Data protection principles

All personal data will be:

- Processed lawfully, fairly and transparently
- Collected for specified, explicit and legitimate purposes
- Adequate, relevant and limited to what is necessary
- Accurate and kept up to date
- Retained only as long as necessary
- Processed securely using appropriate technical and organisational measures

Your rights as a Data Subject

You have the right to:

- Access your personal data
- Be informed about how your data is used
- Rectify inaccurate data
- Request erasure (“right to be forgotten”)
- Restrict processing
- Data portability
- Object to processing
- Withdraw consent at any time
- Not be subject to automated decision-making or profiling
- Lodge a complaint with the Data Protection Commission

If you would like to exercise any of these rights, please contact us using the details below. Alternatively, if you are not happy with the way we have handled your data and are unable to resolve the issue with us personally, you can complain to the Data Protection Commissioner.

Job and Volunteer Application Data

All documentation received in relation to job and volunteer applications will be processed in accordance with data protection legislation.

If successful, your information will be added to your employee or volunteer file. If unsuccessful, your information will be retained for up to one year after the close of the application process.

How long will we retain your information?

Le Chéile Mentoring retains personal data for defined periods based on:

- Legal and statutory obligations
- Contractual requirements
- Operational and risk management needs
- Retention periods are documented internally and applied consistently.
- Disclosure of information to third parties
- We do not sell your personal data.

We may share your information with trusted third parties acting as data processors on our behalf, or with partners where necessary to deliver our services. These may include:

- Salesforce
- Mailchimp
- Eventbrite
- Meta (Facebook and Instagram)
- Partner agencies and funders (e.g. Probation Service, European Commission, An Garda Síochána)

We only share data that is necessary and, where possible, use anonymisation or pseudonymisation.

Where personal data is transferred outside the European Economic Area (EEA), we ensure appropriate safeguards are in place, such as Standard Contractual Clauses.

We may also disclose data where required by law to courts, law enforcement, regulators or other public authorities.

Security

Le Chéile Mentoring uses appropriate technical and organisational measures to protect your personal data from unauthorised access, loss or misuse.

While we take all reasonable steps to protect your data, no transmission over the internet is completely secure.

All staff and volunteers are bound by confidentiality obligations in relation to personal data.

Cookies

Our website uses cookies and similar technologies to distinguish you from other users and improve your experience.

We use cookies for purposes including:

- Essential website functionality
- Analytics and performance monitoring
- Marketing and advertising (including Meta/Facebook tracking technologies)

You can manage your cookie preferences through our cookie banner when you visit the site. You can also adjust your browser settings to refuse cookies.

Changes to this Privacy Notice

We may update this Privacy Notice from time to time. Any changes will be posted on our website.

This Privacy Notice was last updated in May 2026.

Contact

If you have any questions or wish to exercise your rights, please contact:

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Communications and Information Coordinator

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