



Privacy Notice

The Women's Prize Trust, a charitable company limited by guarantee incorporated and registered in England and Wales with company number 03691656 and charity number 1181253 ("**we**", "**us**", "**our**") is a registered charity whose purpose is to build a better future through championing women's voices. To achieve this, we deliver the annual Women's Prize for Fiction, Women's Prize for Non-Fiction and programmes to support readers and aspiring writers. To fund this work, we secure philanthropic support and corporate sponsorship, and generate income through events and merchandise.

We are committed to protecting your privacy. This privacy notice ("**Privacy Notice**") contains important information about how we collect and process your personal data. It applies to applicants to our programmes and/or prizes, entrants to our competitions, our funders, donors, customers, those who complete our surveys, or engage with our website, our newsletter subscribers and guests who attend or are invited to our events.

This Privacy Notice was last updated in September 2026.

We are the data controller of your personal data. If you have any comments or questions about this Privacy Notice, or how we process your personal data, you can contact us at: info@womensprize.com

What information do we collect about you?

We only collect the information that's necessary to carry out our work and to keep you informed.

This information may include:

(a) **Contact Data** – including your name, billing address, delivery address, email address, phone number(s), date of birth. This information is collected directly from you, or from publicly available information when you submit an application in respect of any of our programmes, when you contact us, or when you buy a ticket to attend one of our events.

(b) **Financial Data** – includes bank account and payment card details, when you make a donation to us, or purchase a ticket to attend one of our events. This information is collected directly from you, or from providers of technical and payment services.

(d) **Marketing and Communications Data** – includes information about how you interact with and use our website, how you interact with our organisation, including attending our events and/or participating in our programmes, and we may ask you to record how you want us to contact you. This information is collected directly from you, or from analytics providers and search information providers.

(e) **Transaction and Donation data** – includes details about payments from you, details about donations you make, and events you attend. This information is provided directly from you, or from technical or analytics providers and search information providers.

(f) **Application Data** – the personal data collected from you in relation to any of our programmes or prizes (or where you are selected to be a judge in one of our programmes or prizes). This is collected directly from you, or from publicly available information.

(g) **Technical Data** – including your IP address, browser type and version, time zone setting and location, browser plug-in types and versions, operating system and platform, device ID and other technology on the devices you use to access the WPT website – this information is collected from analytics providers and search information providers.

(h) **Health Data** - we may collect information about your health, such as in relation to any disabilities or other vulnerabilities you may have to enable us to support your individual needs and circumstances. This is collected directly from you.

i) **Demographic Data** – we may collect information about you directly from you, such as your race, religion, sexual orientation, or age. We collect this data to analyse the engagement with our work, materials, prizes and programmes. Please note that where we collect demographic data, we do not process or use the data in connection with any applications to our prizes, programmes or competitions and it plays no part in our assessment of submissions.

How we collect personal information

We may collect information about you from a number of sources, including from you directly and from third parties. We will collect the above personal information from you directly when you:

(a) Communicate with us for any reason, face-to-face, by post, telephone, text, email, social media, or via our website.

(b) Sign up for a newsletter.

(c) Purchase merchandise or an event ticket.

(d) Make a donation via our website or another route.

(e) Are invited to or attend an event.

(f) Are nominated for one of our Prizes.

(g) Take part in one of our programmes for writers and readers.

(h) Participate in a survey or research.

(i) Agree to help promote campaigns and raise our profile.

(j) Interact with us as a charity partner, library, bookshop, publisher, agent, influencer, supplier, or in any other capacity.

We may collect information from publicly available sources in order to deliver our work and a better service to you. This may also include obtaining information from individuals working on our behalf such as our board of trustees.

We may also collect information from third parties in certain circumstances, such as your publisher if you are nominated for one of our prizes, or from contractors or consultants appointed by us to act on our behalf to engage with you, or to manage our prizes and/or programmes.

We may sometimes take photographs at events, or in relation to our prizes and programmes to use in our marketing and publicity materials. Please let us know if you do not wish us to use these photos.

Why we use your personal information

The main reason we collect your personal data is to provide you with a service you have requested, to enter you into any of our prizes or programmes, to keep you up-to-date with news and events, to personalise your communications, or to contact you if we need to obtain or provide additional information.

We have the following lawful basis for using your personal data: (i) for the purpose of delivering contracted services, or considering an application for a programmes, or a prize; (ii) in accordance with our legal obligation (iii) with your consent; (iv) for our legitimate interests as a charity, and furthering our charitable objects; obtaining feedback or other information to comply with our obligations as a charity and/or to improve our prizes, programmes and events; (v) where the processing is in the substantial public interest; or (vi) where we have a recognised legitimate interest.

1. Contractual Necessity: processing is necessary for the performance of our contract with you, or to take steps at your request prior to entering into a contract with us	
Category of Personal Data	Purpose
All of the above categories	To manage your application for a programme or a prize, or to manage our contract or relationship with you.
Contact Data, Marketing and Communications Data, Application Data	To enable you to partake in a competition, one of our prizes or our programmes, or to complete a survey.

Financial Data	To process your payments in respect of a purchase by you of merchandise or event ticket, or a donation.	
2. Legal Obligation: processing is necessary for compliance with a legal obligation to which WPT is subject		
Category of Personal Data	Purpose	
All of the above categories	To demonstrate compliance with any applicable legal or regulatory obligations of WPT as a charity, or in relation to any of its competitions, programmes or prizes, in the UK or in any other jurisdiction where we are running one of our programmes.	
Health Data	Manage any health and safety issues which involve you and make any adjustments to enable us to support your individual needs and circumstances.	
3. Consent: where we have received your consent to process your personal data		
Category of Personal Data	Purpose	
Contact Data, Marketing and Communications Data, Application Data and Transaction and Donation Data	With your consent, we may send you communications (including marketing communications and/or our newsletters) and further information regarding our work, prizes or programmes. You can ask us to stop sending you these communications at any time by emailing us at info@womensprize.com .	
4. Legitimate Interests: processing is necessary for the purposes of the legitimate interests pursued by us or a third party except where those interests are overridden by your data protection interests, fundamental rights or freedoms		
Category of Personal Data	Purpose	Legitimate Interest
All of the above categories depending on the nature of the communication	To communicate with you, or to send you information relating to our prize or our programmes which you are involved in (or have applied to). To select a winner of our prizes, or competitions. To deal with our feedback, query or complaint.	For our legitimate interests in furthering our work, programmes, and prizes and to further our charitable objects. We also rely on our legitimate interests in the running of our charity and to administer, support, improve and develop our work and offering.

All of the above categories	To enable you to enter our programmes or prizes; To select winner(s) of our programmes or prizes; To make arrangements with our winner(s) of any our prizes or programmes in relation to any celebratory events.	For our legitimate interest in delivering our prizes and programmes to further our engagement and work as a charity, in accordance with our charitable objects.
All of the above categories	To carry out market research through your voluntary participation in our surveys.	For our legitimate interests to study how you interact with our charity, and our website, and your views about our events, prizes and programmes.
Technical Data	To customise your experience when using our website and to use data analytics to improve our website, work and experiences with our applicants, customers and funders.	For our legitimate interest to keep our website up to date and relevant, and to develop offerings and charitable strategy.
Transaction and Donation Data, Application Data, Contact Data	To customise your experience with us, and to make personalised suggestions and recommendations to you about our work, programmes or prizes that may be of interest to you. .	For our legitimate interests in furthering our charitable objects and to further our work.
5. Substantial Public Interest: where the processing is necessary for reasons of substantial public interest, on the basis of domestic law, which is proportionate to the aim pursued, respect the essence of the right to data protection and provide for suitable and specific measures to safeguard your fundamental rights and interests		
Category of Personal Data	Purpose	

Demographic Data	We may collect and process Demographic Data for the purpose of equality, diversity and inclusion monitoring and to monitor the availability, use of and engagement with our work, materials, prizes and programmes. We do not collect this data as part of our assessment of any applications for our prizes and programmes and it does not form part of our assessment of submissions. At the point of collecting Demographic Data, such data is special category data and we rely on our lawful bases of the processing being in our legitimate interest for equality, diversity and inclusion monitoring and access to our work, and also it being in the substantial public interest of equality of opportunity or treatment. At the point of assessing and reporting on the Demographic Data, the data is anonymised and aggregated. We do not use this data for any other purpose than set out here, and we do not use it to assess eligibility for our prizes, programmes or our work generally. Appropriate measures are therefore put in place to safeguard your fundamental rights and interests.
6. Recognised Legitimate Interest: where the processing is for a purpose specified in the data protection legislation.	
Contact Data	We may process your personal data for the purpose of a recognised legitimate interest (for example, where there are public interest reasons for processing, such as crime prevention, public security, national security or defence, safeguarding or emergencies). We rely on our recognised legitimate interest as our lawful basis for processing personal data in this way. Where we do so, we will ensure the use is necessary and we will only use or share the information required.

Sharing your personal data with others

We may share the personal information we have collected about you with others. But we will only do this where we have your permission to do so, where we have a legitimate need to do so, or where we are required to do so by law. Before we share your information, we ensure that those we are sharing it with will look after it securely and appropriately in accordance with data protection legislation.

We may share your personal information with:

- organisations carrying out services for us on our behalf;

- event or programme sponsors;
- event co-ordinators;
- Solicitors, professional advisors and consultants;
- representatives acting on your behalf (such as agents or publishers);
- auditors;
- governmental agencies or departments;
- the police or other security organisations involved in investigating crimes; and courts and tribunals.

International transfers

We may need to transfer some personal data to the third parties described above who are located outside of the UK, where they carry out certain functions on our behalf. In such cases, we will take appropriate measures to ensure your personal data remains protected, in accordance with data protection legislation.

If you have any questions or need more information regarding international transfers of your personal data, please contact us at info@womensprize.com

How do we keep your information secure?

We have implemented appropriate security measures to protect your personal information against accidental loss and unauthorised access, use, alteration or disclosure.

In addition, we limit access to your personal data to those employees, agents, contractors and other third parties who have a business need to know. They will only process your personal data on our instructions, and they are subject to a duty of confidentiality.

We have put in place procedures to deal with any suspected personal data breach and will notify you and any applicable regulator of a breach where we are legally required to do so.

How long do we keep your information for?

We won't keep your personal data that we process for any purpose/s for longer than is necessary for that purpose/s. We will destroy your information securely when we no longer need it.

We store personal information for different lengths of time depending on your relationship with us:

Group	Maximum time period
Funder or donor	3 years from the date of transaction
Customer	3 years from the date of transaction

Online competition applicant	6 months from the competition closing date
Prize or programme applicant	3 years from the prize or programme closing date
Survey respondent	2 years from the survey closing date
Newsletter subscribers	Until you unsubscribe or otherwise inform us that you no longer wish for us to process your personal data in this way
Event invitees	Until you inform us that you no longer wish for us to process your personal data in this way

Your rights

You have certain rights under data protection law. Where you have given us your consent for us to use some of your personal information, you can withdraw this consent at any time by contacting us at info@womensprize.com. You can also ask us:

- (a) for a copy of the personal information that we hold and process about you;
- (b) to correct any inaccurate information about you;
- (c) to delete your personal information;
- (e) not to make decisions about you in a fully automated way; and
- (f) to give you your information in a portable way.

These rights may apply in limited circumstances, and we may not always be able to comply with your request. We will tell you when this is the case.

We will aim to respond to your request within one month of receiving it. Where you have asked for information to be corrected, we will provide you with evidence of this once it has been actioned.

Complaints

If you have a concern or a complaint about how we have used your personal data, we would appreciate the opportunity to try and resolve the issue(s) with you in the first instance. Please contact info@womensprize.com

We aim to respond as soon as practicable, but within 30 days of receiving your complaint. We will take appropriate steps to responding to your concern or complaint without undue delay, which may include asking you for further information about the subject matter of the

complaint. Where appropriate, we will keep you informed about the progress of our handling of the complaint, and we will inform you of our outcome without undue delay.

If you remain dissatisfied with our response, you have a right to complain to the Information Commissioner's Office (the "ICO"). You can contact the ICO on 0303 123 1113 or make a complaint at ico.org.uk/make-a-complaint/data-protection-complaints.

Cookies

A cookie is a file containing an identifier (a string of letters and numbers) that is sent by a web server to a web browser and is stored by the browser. The identifier is then sent back to the server each time the browser requests a page from the server.

Cookies do not typically contain any information that personally identifies a user, but personal information that we store about you may be linked to the information stored in and obtained from cookies.

We use the following cookies for the following purposes:

- (a) authentication – we use cookies to identify you when you visit our website and as you navigate our website
- (b) personalisation – we use cookies to store information about your preferences and to personalise the website for you
- (c) security – we use cookies as an element of the security measures used to protect user accounts, including preventing fraudulent use of login credentials, and to protect our website and services generally
- (d) analysis – we use cookies to help us to analyse the use and performance of our website and services
- (e) cookie consent – we use cookies to store your preferences in relation to the use of cookies more generally

Our service providers use cookies and those cookies may be stored on your computer when you visit our website.

We use Google Analytics to analyse the use of our website. Google Analytics gathers information about website use by means of cookies. The information gathered relating to our website is used to create reports about the use of our website. Google's privacy policy is available at: <https://www.google.com/policies/privacy/>.

Most browsers allow you to refuse to accept cookies and to delete cookies. The methods for doing so vary from browser to browser, and from version to version. You can however obtain up-to-date information about blocking and deleting cookies via these links:

- (a) <https://support.google.com/chrome/answer/95647?hl=en> (Chrome);
- (b) <https://support.mozilla.org/en-US/kb/enable-and-disable-cookies-website-preferences> (Firefox);
- (c) <http://www.opera.com/help/tutorials/security/cookies/> (Opera);
- (d) <https://support.microsoft.com/en-gb/help/17442/windows-internet-explorer-delete-manage-cookies> (Internet Explorer);
- (e) <https://support.apple.com/kb/PH21411> (Safari); and
- (f) <https://privacy.microsoft.com/en-us/windows-10-microsoft-edge-and-privacy> (Edge).

Blocking all cookies will have a negative impact upon the usability of many websites. If you block cookies, you will not be able to use all the features on our website.

If you no longer wish to receive communications about the Women's Prize Trust, the work that we do and how you can help us, please contact info@womensprize.com or click on the link within emails to unsubscribe to further emails.