

## Hertfordshire Ready Reads request form – privacy notice

Hertfordshire County Council are the Controller for personal data collected to offer the Ready Reads service from Hertfordshire Libraries.

Library staff and volunteers will use the data to enable them to administer the service.

The lawful basis for processing is a task in the public interest, this is in line with our responsibilities under the Public Libraries and Museums Act 1964.

Data used for this service will be kept for one year, from end of service.

Information on your rights in respect of information we hold about you can be found on [HCC's privacy policy](#).