Privacy statement example

It’s up to you whether you want to take part in this programme and the research. All answers will be treated in confidence and they will not affect any care or support you receive. If you start the questionnaire and then change your mind about participating, you can stop at any time.

Any personal information that you include on the questionnaire will be stored securely, and only the [insert relevant role titles of staff / name of team] will have access to the data. Your personal information will not be used for any other purpose.

The research findings will be shared with [insert list of any partners or stakeholders with whom you plan to share findings, including the media if applicable].

However, your answers will remain anonymous – no one will know who has said what. You can find out about how we look after your information by reading our Privacy Policy [insert your organisation’s privacy statement].

If you have any questions please contact [insert role title / team name] using the contact details below:

[Insert contact details]