

Jack Bloor Memorial Fund - Privacy Notice - Nov 2023

Our contact details

We are the Jack Bloor Memorial Fund. The fund trustees can be contacted via our website at <https://www.jackbloor.co.uk/contact/> We are a data controller.

The type of personal information we collect

We currently collect and process some or all of the following information about race participants and volunteers, grant applicants and fund trustees:

- Name
- Contact details
- Date of birth, age, age class
- Sex
- Running club membership
- Photographs of you

Where race participants and grant applicants are under 18 years we also collect name and contact details for their parent/guardian/suitably authorised carer.

How we get the personal information and why we have it

The personal information we process is provided to us directly by you on your race entry form, grant application form or otherwise to enable you to participate in, volunteer for or administer the Jack Bloor Races and Fund.

We use the information you have given us to create an entry list, ensure the safety of competitors before, during and after the race, to produce results, maintain race records and to publicise the race and fund through the website, media and social media. We also use personal data to recruit and communicate with volunteers and to administer the fund.

Photographs of you may be taken during or after the race. They will only be published if we have your consent on the entry form or otherwise in writing. If successful grant applicants submit photographs with their reports we will assume we have consent to publish.

We ask for your consent to use your email address or mobile number to inform you about future races or the fund. We will not contact you if you have not said 'yes'.

How we process and protect your personal data

Under the General Data Protection Regulation (GDPR) the lawful basis we rely on for processing this information is your consent or the consent of your parent/guardian/suitably authorised carer if you are under 18 years. You can withdraw your consent at any time by contacting us through our website as above.

Where your life is at risk or there is a legal requirement to provide information we will have a lawful basis to share your information with others.

Who else may have access to the information you provide to us

We will not sell or share your personal data with anyone without your consent except that: -

- We may have to share this information with emergency services or law enforcement agencies for the safety of you or others who are participating in a race or an event we host or to comply with legal requirements for the administration of the fund.
- We are affiliated to The Fell Runners Association (FRA) and we may have to pass on information to them to comply with their rules and regulations.

How we store your personal information

Your information is securely stored on computers used by our trustees/current race organiser. Other than for storage of data we will not transfer your data to third parties unless with your explicit consent. We will implement generally accepted standards of technology and security in order to protect personal data from loss, misuse or destruction.

If in future we take online payments from you we will use a recognised secure system.

We will notify you promptly in the event of any breach of your personal data.

How long we keep your personal data

We keep your personal data that you give us for as long as you continue competing in the annual race. If you have not competed in or volunteered for the race for 5 consecutive years we will remove your details from our database. Your name, sex, age class and club will be retained on race results that are available on our website indefinitely unless you contact us to request that these details be removed from those records. We will remove the details of unsuccessful grant applicants within one year and successful grant applicants within 3 years. We will remove the details of trustees 6 years after they have retired from their role. Hardcopy race entry forms will be destroyed within 3 months.

Your data protection rights

Under data protection law, you have rights including the following:

- to ask us for copies of your personal information.
- to ask us to rectify personal information you think is inaccurate or to complete information you think is incomplete.
- to ask us to erase your personal information in certain circumstances.
- to ask us to restrict the processing of your personal information in certain circumstances.
- to object to the processing of your personal information in certain circumstances.
- to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request we have one month to respond to you. Please contact us using the contact tab on our website

How to complain

If you have any concerns about our use of your personal information you can make a complaint to us using the contact tab on our website. You can also complain to the ICO if you are unhappy with how we have used your data. The ICO's address is:

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>