

PRIVACY NOTICE FOR COMPETITION ENTRIES

Ringwood School is committed to protecting your personal data. This privacy notice describes how we collect and use personal information about you when submitting an entry to The Rotary Club of Ringwood Photography Competition in accordance with the UK General Data Protection Regulation (UK GDPR). It also tells you about your legal rights in relation to your Personal Data. If you have any questions about this privacy notice, please contact us on the details below.

Who we are

Ringwood School is the data controller. This means that we are responsible for deciding how we hold and use personal information about you.

How your personal data will be collected

We process data relating to all entrants. When providing your entry, we will ask for personal data about you which includes, but is not restricted to: -

- Name
- Email address
- The school you attend, or are employed at

We will not ask you for special categories of information (for example criminal convictions, health, and religion).

How we use your personal data

We will only use your Personal Data if we have valid reasons for doing so. These reasons are known as our "legal basis for processing".

We will use your data with your express consent. When you contact photocompetition@ringwood.hants.sch.uk to enter the competition, we take this as opt-in consent to process your information in accordance with this Privacy Notice.

Your information provided will be used to enter your submission to the competition and to contact you if you are successful.

Successful entrants will also have their work displayed alongside their name and school.

Who we share your data with

We may need to share your data with third parties, including third party service providers where required by law, where it is necessary to administer the contractual relationship with you or where we have another legitimate interest in doing so. These include the following third parties: -

- Ringwood Rotary Club
- Local press including print and digital media
- Other schools involved in the competition

The recipient of the information will be bound by confidentiality obligations, we require them to respect the security of your data and to treat it in accordance with the law.

International data transfers

We will not transfer your personal data outside of the UK or outside of the European Economic Area.

How long will your information be kept

Except as otherwise permitted or required by applicable law or regulation, the School only retains personal data for as long as necessary to fulfil the purposes they collected it for, as required to satisfy any legal, accounting or reporting obligations, or as necessary to resolve disputes.

We will keep your personal data for 3 months. We will only keep your information if we need it for one of the reasons described above. We place great importance on the security of the Personal Data that we hold, including the use of physical, technological and organisational measures to ensure your information is protected from unauthorised access and against unlawful processing, accidental loss, alteration, disclosure, destruction and damage.

Your rights

It is important that the personal information we hold about you is accurate and current. Please keep us informed if your personal information changes during your relationship with us.

Under certain circumstances by law you have the right to: -

- Access your personal information (commonly known as a "subject access request"). This allows you to receive a copy of the personal information we hold about you and to check we are lawfully processing it. You will not have to pay a fee to access your personal information. However we may charge a reasonable fee if your request for access is clearly unfounded or excessive. Alternatively we may refuse to comply with the request in such circumstances.
- Correction of the personal information we hold about you. This enables you to have any inaccurate information we hold about you corrected.
- Erasure of your personal information. You can ask us to delete or remove personal data if there is no good reason for us continuing to process it.
- Restriction of processing your personal information. You can ask us to suspend processing personal information about you in certain circumstances, for example, if you want us to establish its accuracy before processing it.
- To object to processing in certain circumstances (for example for direct marketing purposes).
- To transfer your personal information to another party.

If you want to exercise any of the above rights, please contact the DPO (on the details below) in writing.

We may need to request specific information from you to help us confirm your identity and ensure your right to access the information (or to exercise any of your other rights). This is another appropriate security measure to ensure that personal information is not disclosed to any person who has no right to receive it.

Right To Withdraw Consent

In the limited circumstances where you may have provided your consent to the collection, processing and transfer of your personal information for a specific purpose, you have the right to withdraw your consent for that specific processing at any time. To withdraw your consent, please contact Stuart Fielder (sfielder@ringwood.hants.sch.uk) Once we have received notification that you have withdrawn your consent, we will no longer process your information for the purpose or purposes you originally agreed to, unless we have another legitimate basis for doing so in law.

Contacting us

If you have any questions or comments about this privacy notice, Ringwood School's Data Protection Officer can be contacted at:

Judicium Consulting Limited
Address: 72 Cannon Street, London, EC4N 6AE
Email: dataservices@judicium.com
Web: www.judiciumeducation.co.uk
Lead Contact: Craig Stilwell

Complaints

You have the right to make a complaint at any time to the Information Commissioner's Office, the UK supervisory authority for data protection issues.

- Report a concern online at <https://ico.org.uk/concerns/>
- Call 0303 123 1113
- Or write to: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Changes to this notice

We may update this Privacy Notice from time to time. We will notify you of the changes where we are required by law to do so.