



PRIVACY NOTICE FOR EVENT ENTRIES

We will ask you for relevant and appropriate personal information when you enter a Wee County Harriers event. This is all the normal data you would be expected to provide to enter a race (detailed below). Aside from the specific exceptions listed below, we will not keep these details any longer than is required and we will not share this information except for the following cases:

We will make the results (including name, club, gender, age category, finishing position and time) of all events publically available on our website, social media and other result sites. Results will be stored for historical reasons.

- As a Scottish Athletics licensed event, we are required to share our entry list with Scottish Athletics Ltd.
- As required to meet any legal obligations.
- If you asked us to on your entry form, we will retain your email address for the sole purposes of contacting you about future Wee County Harriers events.
- We may supply your details to a third party company to provide timing and results services.

If you enter via the Entry Central online service then they will become a Controller of the data you supply via that form which will be subject to their privacy policy.

What We Need

Participants

When you apply for entry to an event run by Wee County Harriers we will ask you to supply certain information that is required for us to administer the event, this includes:

- Contact Details: Name, address, phone number, email address
- Personal Information: Date of Birth, Gender
- Scottish Athletics Membership Number and affiliation status
- Pertinent Medical Information.
- Emergency contact details.
- Optional consent to contact you about future events.

If you are providing us with details of next of kin, family members, and emergency contacts they have a right to know and to be aware of what personal information we hold about them, how we collect it and how we use and may share that information. Please share this privacy notice with those who you feel are sufficiently mature to understand it. They also have the same rights as set out in the “Your rights” section below.

Volunteers

- Contact Details: Name, address, phone number, email address.
- Emergency contact details.
- PVG Certificates

How We Obtain Your Information

We obtain your personal information when you complete an online entry using EntryCentral, participants should review the EntryCentral privacy policy

Why We Need Your Personal Information

Contractual Purposes

We need to collect personal information so that we can properly administer the event. In particular we need to:

- Verify the race category (age / gender) in which you will compete.
- Verify your eligibility for any 'first local' prize
- Send you essential race communications by post or email including but not limited to: updates to race information, prize notifications.
- Contact your nominated person(s) in the event of an incident or emergency.
- Provide information to medical providers about any pertinent medical conditions.

If you do not provide us with all the personal information that we need to collect, then this may affect your ability to participate in the race or affect your eligibility for a prize.

Legitimate Interest

We also process personal information in pursuit of our legitimate interests to:

- Post results on our website and social media sites and distribute via our email list.
- Contact you about future events if you have specifically allowed us to on your entry form.
- Collect anonymous aggregated statistics on race attendance from year to year, e.g. how many participants there were in each age group.

Where we process your personal information in pursuit of our legitimate interests, you have the right to object to us using your personal information for the above purposes. If you wish to object to any of the above processing, please contact us on gdpr@weecountyharriers.co.uk

If we agree and comply with your objection, this may affect our ability to undertake the tasks above for the benefit of you as a participant.

Who We Share Your Personal Information With

As a Scottish Athletics licensed event, we will share your name and event category (age group and gender) with Scottish Athletics Ltd., who will become a controller of your personal information when they receive it. Scottish Athletics' privacy notice explains how they use your personal information and can be accessed at <https://www.scottishathletics.org.uk/about/privacy-notice/>

We may share entry lists with a third party race timing and results provider.

We will share the medical information you provide with medical professionals and first aiders in the event that you require treatment.

We may be required to share personal information with statutory or regulatory authorities and organisations to comply with statutory obligations. Such organisations include the Health & Safety Executive, Disclosure Scotland, and Police Scotland for the purposes of safeguarding children and vulnerable adults.

We may also share personal information with our professional and legal advisors for the purposes of taking advice.

In the event that we do share personal information with external third parties, we will only share such personal information as is strictly required for their specific purposes and take reasonable steps to ensure that recipients shall only process the disclosed personal information in accordance with those purposes.

How We Protect Your Personal Information

Your personal information is stored electronically and protected by a secure password. Access is restricted to a limited number of club officials for the purposes set out above.

Where you made your application using EntryCentral, a copy of your details will be stored on the EntryCentral servers and is accessible by a limited number of club officials.

How Long We Will Keep Your Personal Information

We will keep your personal information for as long as necessary for the purposes of administering the event, possibly up to 2 years in case of any enquires e.g. relating to race results.

We may also store anonymous aggregated data such as how many participants were in each age group / category etc. for much longer periods. Race results may be stored indefinitely.

Your Rights

You can exercise any of the following rights by writing to us at gdpr@weecountyharriers.co.uk

Your rights in relation to your personal information are:

- You have a right to request access to the personal information that we hold about you by making a "subject access request".
- If you believe that any of your personal information is inaccurate or incomplete, you have a right to request that we correct or complete your personal information.
- You have a right to request that we restrict the processing of your personal information for specific purposes; and if you wish us to delete your personal information, you may request that we do so.

Any requests received by Wee County Harriers will be considered under applicable data protection legislation. If you remain dissatisfied, you have a right to raise a complaint with the Information Commissioner's Office at www.ico.org.uk