

The Staveley 3 Valleys Challenge

Data Protection and Privacy Policy

Last updated	29/04/2023
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Definitions

Event	means The Staveley 3 Valleys Challenge.
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1. This privacy policy applies to:
 - a. The Event's website (www.staveleychallenge.co.uk).
 - b. Event Registration/Entry data received from British Cycling.
 - c. Volunteer Registration data received via Google Forms.
 - d. Personal data supplied via email.

NB Please refer to British Cycling's [Privacy Policy](#) in relation to how they look after your personal data as part of the Event Registration and payment process.

The Event respects your privacy and is committed to protecting your personal data.

This policy covers the collection, processing and other use of personal data under the Data Protection Act 1998 ("DPA") and the General Data Protection Regulations ("GDPR").

2. For the purpose of the DPA and GDPR, the Data Protection Officer is Emma Mitchinson who is responsible for data protection handling. Any enquiries regarding the collection or processing of your data should be addressed to Emma Mitchinson at info@staveleychallenge.co.uk
3. The Data Protection Act states that anyone who processes personal information must comply with eight principles: -
 1. Fairly and lawfully processed
 2. Processed for limited purposes
 3. Adequate, relevant and not excessive
 4. Accurate and up to date
 5. Not kept for longer than is necessary
 6. Processed in line with individuals' rights
 7. Be protected in appropriate ways
 8. Not transferred to other countries without adequate protection

Staff or individuals who process personal information must comply with the principles of the Act.

Information we collect

4. We will collect personal data via the British Cycling portal or via Volunteer Registration Forms only if it is directly provided to us by you the user, e.g. your e-mail address, name, work address, telephone number and an emergency contact, and therefore has been provided by you with your consent. Normally you will only provide such details if you wish participate in the Event or volunteer to support the running of the Event (e.g marshalling etc).
5. We also use analytical and statistical tools that monitor details of your visits to our website and the resources that you access, including, but not limited to, traffic data, location data, weblogs and other communication data, however this data will not identify you personally.

Use of your information

6. The information that we collect and store relating to you is regarding the participation in, or support during the Event. We may use the information for the following purposes:
 - a) To notify you about any changes regarding the Event or your entry to the Event in advance of the Event.
 - b) To contact you or your emergency contact during or after the Event in relation to an emergency or an incident.
 - c) We will publish on our website after the Event your name and gender (if provided and entering the Event as a Solo Rider) in a list of Event participants along with their Course/Ride Time. No other personal data will be published.

Disclosure of your information

7. Unless requested by regulatory bodies to enable us to comply with the law and to assist fraud protection, we will not share or disclose your personal data with any third-party.

Controlling the use of your data

8. If you have given us consent to use your data for a particular purpose you can revoke or vary that consent at any time. If you do not want us to use your data or want to vary the consent that you have provided, you can email us at info@staveleychallenge.co.uk at any time.

Where we store and transfer your data

9. As part of the services offered to you, for example through our Website, the information you provide to us may be transferred to and stored in countries outside of the European Economic Area (EEA) as we use remote website server hosts to provide the website and some aspects of our service, which may be based outside of the EEA, or use servers based outside of the EEA - this is generally the nature of data stored in "the Cloud". It may also be processed by staff operating outside the EEA who work for one of our suppliers, e.g. our website server host.
10. We will process, disclose or share your personal data only if required to do so by law or in the good faith belief that such action is necessary to comply with legal requirements such as Funders data requests or legal process served on us or the website.

Security

11. The transmission of information via the Internet or email is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of data while you are transmitting it to our site; any such transmission is at your own risk. Once we have received your personal data, we will use strict procedures and security features to try to prevent unauthorised access.

Third party links

12. You might find links to third party websites on our website. These websites should have their own privacy policies, which you should check. We do not accept any responsibility or liability for their policies whatsoever as we have no control over them.

Use of cookies

13. Our Website uses cookies. We use cookies to gather information and to provide statistical information regarding the use of our Website. Such information will not identify you personally - it is statistical data about our visitors and their use of our Website. Where used, these cookies are downloaded to your computer automatically. This cookie

file is stored on the hard drive of your computer, as cookies contain information that is transferred to your computer's hard drive. They help us to improve our Website and the service that we provide to you.

All computers have the ability to decline cookies. This can be done by activating the setting on your browser which enables you to decline the cookies. Please note that should you choose to decline cookies, you may be unable to access particular parts of our Website.

Your rights

14. The DPA and GDPR give you the right to access information held about you by us.

Please write to us or contact us by email if you wish to request confirmation of what personal information we hold relating to you. You can write to us by emailing info@staveleychallenge.co.uk.

There is no charge for requesting that we provide you with details of the personal data that we hold. We will provide this information within one month of your requesting the data.

15. You have the right to change the permissions that you have given us in relation to how we may use your data. You also have the right to request that we cease using your data or that we delete all personal data records that we hold relating to you. You can exercise these rights at any time by emailing us at info@staveleychallenge.co.uk.

Changes to this policy

16. We may update these policies to reflect changes to the website and user feedback.

Please regularly review these policies to be informed of how we are protecting your personal data.

We welcome any queries, comments or requests you may have regarding this Privacy Policy. Please do not hesitate to contact us at info@staveleychallenge.co.uk