

Privacy Statement

The United Kingdom Sports Council ('UK Sport', 'we' or 'us') are committed to ensuring that your privacy is protected. This privacy policy (together with the documents referred to in it) explain how we use the information we collect about you, how you can instruct us if you prefer to limit the use of that information and procedures that we have in place to safeguard your privacy. Please read the following carefully to understand our views and practices regarding your personal data and how we will treat it. By visiting uksport.gov.uk ('our site') you are accepting and consenting to the practices described in this policy.

This privacy policy should be read in conjunction with our [cookies policy](#) and our [website terms of use](#).

For the purpose of the data protection laws the data controller is United Kingdom Sports Council (incorporated by Royal Charter with number RC000765) with its registered office at 21 Bloomsbury Street, London, WC1B 3HF. You can contact our Data Protection Officer at this address or as set out in paragraph 10 of this privacy policy.

1 Are you under 18?

If you are aged 18 or under, please get your parent/guardian's permission before providing personal information to our site. Users without this consent are not allowed to provide us with personal information.

2 The information we collect and how we use it

We may collect and process the following information about you:

Which personal data?	Purpose for which it is used	Method of Collection and Legal Basis relied upon	Retention
Database of recipients of e-newsletter which includes name, email address and other contact information.	Email databases used for our e-marketing communications. To communicate key information about UK Sport to interested members of the public (subscribers) – and promote and support ticket sales to major events funded by UKS	Consent	Personal data is kept as long as individual wants to be subscribed otherwise removed and deleted after receiving a request

Organisations placing job adverts which includes name, email and other contact information	Allow third party sports organisation to advertise on their jobs on our website for free	Performance of a contract/service	Personal data is kept for 6 months after the advertisement
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Information you give to us. You may give us information about you by filling in forms on our site or by corresponding with us by phone, email or otherwise. This may include signing up for our newsletter. If you register for any services on uksport.gov.uk and other websites owned by us we **may** ask for further personal details from you, such as when we run a competition. In such instances we will not use your data without your consent.

We will use this information to provide you with the newsletter, information about UK Sport and its website and asking for your feedback and comments.

From time to time we may provide your information to our customer service agencies for research and analysis purposes so that we can monitor and improve the services we provide. We or our agents and sub-contractors may contact you by e-mail to ask you for your feedback and comments.

Information we collect. With regards to each visit to our site we may collect information such as: information about your visit, including the full Uniform Resource Locators (URL) clickstream to, through and from our site (including date and time); products you viewed or searched for; page response times, download errors, length of visits to certain pages, page interaction information (such as scrolling, clicks, and mouse-overs), and methods used to browse away from the page and any phone number used to call our customer service number.

We may use aggregate information and statistics for the purposes of monitoring website usage in order to help us develop the website and our services and may provide such aggregate information to third parties. These statistics will not include information that can be used to identify any individual.

If you no longer wish to receive the information above, please send an e-mail message to info@uksport.gov.uk with the word 'Unsubscribe' in the heading and your name or by contacting our Data Protection Officer using the following details:

UK Sport
Ground Floor

21 Bloomsbury Street
London
WC1B 3HF

E: dataprotection@uksport.gov.uk
T: +44 (0) 20 7211 5100

If you are an athlete and UK Sport has collected your data during the talent identification process or participation on the World Class Programme, you can find further information about how UK Sport process your data in the [Data Protection Protocol](#).

3 Use your information in accordance with data protection laws

Data protection laws require that we meet certain conditions before we are allowed to use your data in the manner described in this privacy policy. We take our responsibilities under data protection laws extremely seriously, including meeting these conditions. To use your personal data, we will rely on the following conditions, depending on the activities we are carrying out:

- **Consent.** We may provide you with certain marketing information by email about our services or products or those of third parties where you have not unsubscribed and where you have signed up for the newsletter. Please note that we will use your personal information in order to provide certain marketing information for the same or similar services you have previously used. We provide easy ways to stop our marketing, and you can opt out at any time.
- **Necessary for the entry into/performance of a contract.** You may enter into a contract with us e.g. in relation to advertising on our site. In order for us to fulfil our obligations under that contract, we will need to collect and process your personal information. Failure to provide the requisite personal information as requested or objecting to this type of processing / exercising your deletion rights will unfortunately mean we cannot provide our services to you.
- **Compliance with legal obligations.** As an entity incorporated under the laws of England and Wales, UK Sport is obliged to comply with UK laws and guidance provided by UK regulatory bodies. In particular, we may need to process your personal information to verify your identity, and to establish whether you have been barred from using our site due to objectionable behaviour. You will not be able to object to processing or ask for the deletion of your personal information insofar as it falls under this category.

4 Our use of cookies and other information gathering technologies

Cookies are small pieces of information stored by your browser on your computer's

hard drive so that the website you have visited can remember who you are. Cookies keep track of your use of the website and provide you with visitor specific content. Our website uses cookies so that we can remember you and understand how you and other visitors use our website. To see a complete list of these cookies and to find out how you can tell us whether you want us to use them on your device or not, please access our [Cookies Policy](#).

5 How we protect your information

The internet is not a secure medium. However we have put in place various security procedures as set out in this policy.

We operate and protect our systems with the use of, but not limited to, firewalls, limited access to information, use of passwords and encryption and such other technologies that may assist UK Sport the security, protection and keep private the information we hold.

We also keep your information confidential. The internal procedures of UK Sport cover the storage, access and disclosure of your information.

6 How long we keep your information for

When your data is no longer required for the purposes listed above, we will delete it as set out at paragraph 2 above. In some circumstances, some of your data will be deleted in much shorter timescales, where possible (e.g. copies of marketing emails and other communications).

7 Disclosure of your information

We may share your personal information with any member of our group (which means our subsidiaries, our ultimate holding company and its subsidiaries).

We will only share your personal information with other members of the group for marketing purposes where you have expressly opted-in/consented to the disclosure of your personal data for these purposes.

We will only disclose your information to:

- in the event that we consider selling or buying any business or assets or merge or enter into a joint venture with another business entity in which case we will disclose your personal data to any prospective sellers or buyers of such business or assets;
- in the event of any insolvency situation (e.g. the administration or liquidation) of UK Sport or any of its group;
- if we, or substantially all of our assets, are acquired by a third party, in which case personal data held by us about our customers will be one of the transferred assets;
- in order to enforce or apply our site terms and conditions;
- to protect the rights, property, or safety of us, our staff, our customers, or others. This includes exchanging information with other companies and organisations (including without limitation, other third parties, your employer, educational institution, email or internet provider, your parents (if you are under the age of 18) and/or the metropolitan police or other law enforcement agencies) for the purposes of staff and customer safety, crime prevention, fraud protection and credit risk reduction; and
- if we are under a duty to disclose or share your personal data in order to comply with any legal obligation or regulatory requirements, or otherwise for the prevention or detection of fraud or crime.

8 Updating your details

If any of the information that you have provided to UK Sport changes, for example if you change your e-mail address, name or payment details or if you wish to cancel your registration, please let us know the correct details by sending an e-mail to info@uksport.gov.uk or by contacting our Data Protection Officer using the following details:

UK Sport
Ground Floor
21 Bloomsbury Street
London
WC1B 3HF

E: dataprotection@uksport.gov.uk
T: +44 (0) 20 7211 5100

9 Transfer outside European Economic Area (EEA)

Owing to the global nature of the internet infrastructure and the associated security issues, the information you provide may be transferred in transit to countries outside

the European Economic Area that do not have similar protections in place regarding your data and its use as set out in this policy. However, please note that we have taken the steps to try to improve the security of your information and we will do our best to protect your personal data, although we cannot guarantee the security of your data transmitted to our site; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access.

Currently UK Sport secure servers are located within the EEA, should we propose to move the servers to outside the EEA we will take all steps reasonably necessary to ensure adequate protections are in place and that your data is treated securely and in accordance with this privacy policy.

10 Your Rights

You have a number of rights under data protection law in relation to the way we process your personal data, although these are not absolute and in some instances we may be unable to accept your request, in which case we will respond to you to explain why. Your rights are set out below. You may contact us by e-mail to dataprotection@uksport.gov.uk to exercise any of these rights, and we will respond to any request received from you within one month from the date of the request.

Our site may, from time to time, contain links to and from the websites of our partners, advertisers and affiliates. If you follow a link to any of these websites, please note that these websites have their own privacy policies and that we do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data to these websites.

Our Data Protection Officer may be contacted using the following details:

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London
WC1B 3HF

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T: +44 (0) 20 7211 5100

Please address any questions, comments and requests regarding our data processing practices to us in this way in the first instance.

DESCRIPTION OF RIGHT

- A right to access personal data held by us about you.
- A right to require us to rectify any inaccurate personal data held by us about you.
- A right to require us to erase personal data held by us about you. This right will only apply where (for example): we no longer need to use the personal data to achieve the purpose we collected it for; or where you withdraw your consent if we are using your personal data based on your consent; or where you object to the way we process your data (in line with Right 6 below).
- A right to restrict our processing of personal data held by us about you. This right will only apply where (for example): you dispute the accuracy of the personal data held by us; or where you would have the right to require us to erase the personal data but would prefer that our processing is restricted instead; or where we no longer need to use the personal data to achieve the purpose we collected it for, but you require the data for the purposes of dealing with legal claims.
- A right to receive personal data, which you have provided to us, in a structured, commonly used and machine readable format. This right will only apply where the processing is based on consent or a contract (see above) and the processing is carried out by automated means. You also have the right to require us to transfer this personal data to another organisation, at your request.
- A right for you not to be subject to a decision based solely on an automated process, including profiling, which produces legal effects concerning you or similarly significantly affect you.
- A right to withdraw your consent, where we are relying on it to use your personal data (for example, to provide you with marketing information about our services or products).

If you have any concerns regarding our processing of your personal data, or are not satisfied with our handling of any request by you in relation to your rights, you also have the right to make a complaint to the Information Commissioner's Office. Their address is:

**First Contact Team
Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
SK9 5AF**

Telephone: 0303 123 1113 (local rate) or 01625 545 745

Email: <https://ico.org.uk/global/contact-us/email/>

11 How to contact UK Sport

We welcome your views about our website and our privacy policy. If you would like to contact us with any queries or comments please send an e-mail to info@uksport.gov.uk.

This policy was last reviewed and updated: 22 May 2018