



PRIVACY NOTICE – Safe Sport International

Last updated: 31 May 2022

Summary of how we use your data

- Safe Sport International (SSI) is setting the standard for the minimum infrastructure that should be in place internationally, and nationally, to safeguard athletes involved in sport. SSI is engaged in developing and communicating safeguarding practices for sport. SSI therefore uses your personal data to communicate with you about our services, such as through the use of mailing lists for training or conferences, and for working groups. We also use your personal data when you purchase courses from us through our website.
- Data is shared with our associates (who provide training, consultancy and research on our behalf), other teams, and external agencies (such as those providing digital services and conference facilities) to help provide you with the best service.
- Where we rely on your consent to process your personal data, you can withdraw this consent at any time.

What does this policy cover?

This policy describes how SSI (also referred to as "we" or "us") will collect and make use of your data, including when you purchase courses from www.safesportinternational.com, and how SSI will use your data to communicate with you about its services.

It also describes your data protection rights, including a right to object to some of the processing which SSI carries out. More information about your rights, and how to exercise them, is set out in the "What rights do I have?" section.

What information do we collect?

We collect and process personal data about you when you interact with us (whether through our website or otherwise), including when you purchase courses through our website or purchase access to our events. This includes:

- Your name;
- Your home address and email address;
- Your phone number and extensions;
- Your job title;
- Your ID number; and
- Your payment details, including billing address and credit card details, where you make purchases from us.
- Your IP (Internet Protocol) address.

How do we use this information, and what is the legal basis for this use?

We process this personal data for the following purposes:

- To fulfil a contract, or take steps linked to a contract: this is relevant where you purchase a course through our website. This includes:
 - taking payments.
 - communicating with you; and
 - providing customer services.
- As required by SSI to conduct our business and pursue our legitimate interests, in particular:
 - we will use your information to provide services you have requested, and respond to any comments you or others may send us; and
 - if you provide a credit or debit card as payment, we also use third parties to check the validity of the sort code, account number and card number you submit in order to prevent fraud (see data sharing below).
- Where you give us consent:
 - we will send you direct email marketing in relation to our relevant services, such as to communicate about our training, conferences, and working groups.
 - we may place cookies and use similar technologies in accordance with the Cookies section below and the information provided to you when those technologies are used; and
 - on other occasions where we ask you for consent, we will use the data for the purpose which we explain at that time.
- For purposes which are required by law:
 - in response to requests by government or law enforcement authorities conducting an investigation, or other occasions whereby we are under a legal obligation to share your personal data.

Withdrawing consent or otherwise objecting to direct marketing

Wherever we rely on your consent, you will always be able to withdraw that consent, although we may have other legal grounds for processing your data for other purposes, such as those set out above. In some cases, we are able to send you direct marketing without your consent, where we rely on our legitimate interests. You have an absolute right to opt-out of direct marketing, at any time. You can do this by contacting us using the details set out below.

Cookies

Our website may use cookies. Cookies are pieces of data that a website transfers to a user's hard drive for record-keeping purposes. Our website may use cookies to aggregate traffic data (e.g., what pages are the most popular).

These cookies may be delivered in a first-party or third-party context. We may also use cookies in association with e-mails delivered by us.

Who will we share this data with, where and when?

We may be required to share your personal data with our associates (who provide training, consultancy and research on our behalf), and with other teams and external agencies (such as those providing digital services and conference facilities) to help provide you with the best service. We may be required to share your data for many reasons, such as to make sure our contractors are aware, to maintain your information for research purposes and to resolve service requests.

Personal data may be shared with authorities and/or law enforcement officials if required for the purposes above, if mandated by law or if required for the legal protection of our legitimate interests in compliance with applicable laws. For example, in circumstances where we become aware of a child or adult at risk through our training or consultancy work, we may be required to share your data with organisations such as local authorities or the police.

Our website uses interfaces with social media such as Facebook, LinkedIn, Twitter and others. If you choose to “like” or share information from our website through these services, you should review the privacy policy of that service. If you are a member of a social media site, the interfaces may allow the social media site to connect your site interaction to your personal data.

Personal data will also be shared with third party service providers, who will process it on behalf of SSI for the purposes identified above. Such third parties may include providers of such services as website hosting, maintenance, call centre operation and identity checking.

In the event that the business is sold or integrated with another business, your details will be disclosed to our advisers and any prospective purchaser’s adviser and will be passed to the new owners of the business.

Where possible, we will always endeavour to store your data on UK servers. Where information is transferred outside the United Kingdom, and where this is to a stakeholder or vendor in a country that is not subject to an adequacy decision by the United Kingdom adequacy regulations, data is adequately protected by UK Information Commissioner approved standard contractual clauses or a vendor's Processor Binding Corporate Rules. A copy of the relevant mechanism can be provided for your review on request.

What rights do I have?

You have the right to **ask us for a copy** of your personal data; to **correct, delete or restrict** (stop any active) processing of your personal data; and to **obtain the personal data you provide to us for a contract or with your consent in a structured, machine readable format**, and to ask us to **share (port) this data to another controller**.

In addition, you can **object to the processing** of your personal data in some circumstances (in particular, where we don't have to process the data to meet a contractual or other legal requirement, or where we are using the data for direct marketing).

These **rights may be limited**, for example if fulfilling your request would reveal personal data about another person, or if you ask us to delete information which we are required by law to keep or have compelling legitimate interests in keeping.

To exercise any of these rights, you can get in touch with us using the details set out below. If you have unresolved concerns, you have the **right to complain** to an EU data protection authority where you live, work or where you believe a breach may have occurred. This is likely to be the Information Commissioner's Office (ICO) in the UK.

How long will you retain my data?

Where we process personal data for marketing purposes or with your consent, we process the data until you ask us to stop and for a short period after this (to allow us to implement your requests). We also keep a record of the fact that you have asked us not to send you direct marketing or to process your data indefinitely so that we can respect your request in future.

Where we process personal data for site security purposes, we retain it for 6 months – SSI – is there an existing period for these purposes?].

Where we process personal data in connection with performing a contract such as when you purchase a course, we keep the data for 6 years from your last interaction with us.

Updates to this privacy notice

We reserve the right to update this privacy notice at any time, and we will place a new privacy notice on our website when we make any substantial updates. We also may notify you in other ways from time to time about the processing of your personal information.

Contact us

We hope that we can satisfy queries you may have about the way we process your data. If you have any concerns about how we process your data, or would like to opt out of direct marketing, you can get in touch at info@safesportinternational.com or by writing to Safe Sport International, 2, Communications Road, Greenham Business Park, Greenham, Newbury, Berks, RG19 6AB.