



PRIVACY NOTICE

NOTICE ABOUT HOW WE USE YOUR PERSONAL INFORMATION

Lancaster City Quiz League is the data controller of personal information about you.

This privacy notice has been prepared in accordance with the General Data Protection Regulation (EU) 2016/679 ("GDPR") and the Data Protection Act 2018.

You have certain rights, including how to get a copy of your data, how to get it corrected or deleted, and how to complain. **These rights are set out in more detail below.**

THE INFORMATION WE COLLECT ABOUT YOU AND WHY WE COLLECT IT

We collect, store and use the following personal details about you:

- Name
- Address
- Contact Telephone Number/s
- Email address

THE LEGAL BASIS ON WHICH WE COLLECT AND USE YOUR PERSONAL INFORMATION

We process this information on the basis of our legitimate interests:

- we have a legitimate interest in informing you of League activities; and
- to be able to do so, we need to understand details of who you are so we can communicate with you.

HOW LONG WE KEEP YOUR PERSONAL INFORMATION

We will only keep your information whilst you are a captain (or designated email contact) of a quiz league team or a member of the League's Committee. Quiz score sheets, which contain the signatures of players and Question Masters, are shredded at the end of each league season

HOW WE SHARE YOUR PERSONAL INFORMATION

We only share the personal information that you give us with the officers of the Lancaster City Quiz League Committee.

HOW WE TRANSFER YOUR PERSONAL INFORMATION OUTSIDE EUROPE

We do not store or transfer your personal data outside Europe.

AUTOMATED DECISIONS WE TAKE ABOUT YOU

We do not make automated decisions using this information.



YOUR RIGHTS

You have a number of rights over your personal information, which are:

- the right to make a complaint to the Information Commissioner's Office (ICO) if you are unhappy about the way your personal data is being used;
- the right to ask us what personal information about you we are holding and to have access to a copy of your personal information;
- the right to ask us to correct any errors in your personal information;
- the right, in certain circumstances, to ask us to delete your personal information;
- the right, in certain circumstances, to request that we restrict the use that we are making of your personal information;
- the right, in certain circumstances, to ask us to review and explain our legitimate interests to you; and
- the right, where our use of your personal information is carried out for the purposes of an agreement with us and is carried out by automated means, to ask us to provide you with a copy of your personal information in a structured, commonly-used, machine-readable format.

CHANGES TO OUR PRIVACY POLICY

We keep our privacy policy under regular review and will update it from time to time to make sure it remains up-to-date and accurate.