

PRIVACY NOTICE - BOULDERWORLD LTD

1. SCOPE

All data subjects whose personal data is collected, in line with the requirements of the GDPR.

2. RESPOSNSIBILITIES

2.1 The data Protection Officer is responsible for ensuring that this notice is made available to data subjects prior to the collecting / processing of their personal data.

2.2 All employees/staff of the organisation who interest with data subject are responsible for ensuring that this notice is drawn to the data subjects attention and their consent to the processing of their data is secured.

3. PRIVACY NOTICE

3.1 WHO ARE WE?

Boulderworld Ltd has been one of the leading indoor climbing providers in Northern Ireland for the last 5 years. With our current site in Belfast we aim to provide the latest and best training facilities for climbers of all abilities. We offer a single registration which covers our only site and enables a quick and easy access to customers visiting our site.

Our Data Protection Officer and data protection representatives can be contacted directly here :

boulderworld@gmail.com
02890662007

The personal data we would like to process on your behalf is :

Personal data type:	Source (Where Boulderworld Ltd obtained the personal data from)	Personal data type:	Source (Where Boulderworld Ltd obtained the personal data from)
All Customers		Those under 18 years	
First Name *	Provided by the customer when registering to use Boulderworld Belfast. Via a paper Registration form.	Parent/Guardian name*	Provided by the customer when registering to use Boulderworld Belfast. Via a paper Registration form.
Middle Name*		Parent/Guardian phone number*	
Last Name*		relevant medical conditions*	
Phone Numbers*		Medicines taken and allergies*	
Address (Inc postcode)**		Visit log including dates and times*	
Date of Birth*			
Emergency contact name*			
Emergency contact phone number*			
Email Address*			
Details of purchases made on the customer account**			
Photograph of account holder*			
Signatures and Initials on waiver*			

Above fields marked with * are required for system functionality, ** some information is required.

The personal data we collect, depending on the role, will be used for the following purposes:

- Registration
- Identification of customer on visiting the centre
- Contacting named emergency contacts in the event of an emergency
- Marketing from Boulderworld Ltd (where permission has been given)
- Verifying identity for payments processed by Danske Bank on ur behalf. This happens once permission has been given by the customer.

Our legal basis for processing for the personal data (article 6 (1b) ;

- Processing is necessary for the performance of a contract to which the customer had agreed when registering to climb at the centre
- We are required to collect the information in the form of a waiver showing consent and understanding before allowing anyone to participate in activities in the centre.
- Article 6 (1f) - Necessary for the purpose of the legitimate interests pursued by the controller.

3.2 CONSENT

You are giving Boulderworld Ltd permission to process the personal data supplied specifically for the purposes identified. Boulderworld Ltd collects all data under the terms identified in Article 6 'Lawfulness of processing' of the General Data Protection Regulation. Where consent is required for Boulderworld Ltd to process personal data, it must be explicitly given.

You may withdraw consent at any time by contacting the Data Protection Officer at BoulderWorld Ltd using the contact details above.

3.3 DISCLOSURE

BoulderWorld Ltd will not release he information to any third party unless the request is subject to legal obligation without obtaining the express written authority of the partner who provided the information.

3.4 RETENTION PERIOD

We retain your personal information for as long as necessary to provide the services you have requested, or for other essential purposes such as complying with our legal obligations, resolving disputes and enforcing our policies.

For more information on storage and processing security, please contact Boulderworld Ltd using the details above.

3.5 YOUR RIGHTS AS A DATA SUBJECT

At any point while we are in possession of or processing your personal data , you, the stat subject have the following rights:

- Right of access - you have the right to request a copy of the information that we hold about you
- Right of rectification - you have a right to correct data that we hold about you that is inaccurate or incomplete.
- Right to be forgotten - in certain circumstances you can ask for the data we hold about you to be erased from our record.
- Right to restriction of processing - where certain conditions apply, you have the right to restrict the processing
- Right of portability - you have the right to have the data we hold on you transferred to another organisation.
- Right to object - you have the right to object to certain types of processing such as direct marketing.
- Right to object to automated processing, including profiling - you also have the right to be subject to the legal effects of automated processing or profiling.

- Right to judicial review: in the event that Boulderworld Ltd refuses your request under rights of access, we will provide you with a reason as to why . You have the right to complain as outlined in clause 3.6 below.

All of the above requests will be dealt with in line with Boulderworld Ltd Subject Access Procedure and will be shared with the customer should a request come from directly a subject.

3.6 How do we protect your Personal Information?

We protect your personal information using technical and administrative security measures to reduce the risk of loss, misuse, unauthorised access, disclosure and alteration. Some of the safeguards we use are firewalls and data encryption.

The Wall is committed to keeping your personal information safe and secure and we have appropriate and proportionate security policies and organisational and technical measures in place to help protect your information.

Your personal information is only accessible by appropriately trained staff, volunteers and contractors and stored on secure servers which have features to prevent unauthorised access.

3.7 Third Parties

We use several third parties to process and administer customer information. We only use companies who show full compliancy with the GDPR legislation.

Source - Sportsoft UK Ltd - Entry system and database storage on UK servers - GDPR compliant
Gmail - boulderworldworldbelfastclimbingcentre.co.uk / boulderworld@gmail.com - email address for company use - GDPR compliant (US Privacy Shield)
Danske Bank - Terminal transactions within the centre - GDPR compliant

3.8 Cookies

Information Collected Automatically

Whenever you interact with any part of our website, we automatically receive and record information on our server logs from your browser including your IP address "cookie" information and the page you requested. "cookies" are identifiers we transfer to your computer or mobile device that allows us to recognise your browser or mobile device and tell us how and when pages in our website are visited and by how many people. The usage information we gather automatically from the website will always be used in aggregate and never in a way that is personally identifiable.

3.9 Complaints

If you wish to make a complaint about how your personal data is being used by BoulderWorld Ltd or how your complaint has been handled, you have the right to lodge a complaint directly with the supervisory authority and schools organisations data protection representatives.

The details for each of these contacts are :

Data Protection Officer contact details :

Boulderworld Ltd
Unit 1 Apollo Space Centre
Apollo Road
Belfast
BT12 6HP
boulderworld@gmail.com
02890662007

Supervisory Authority contact details :

Document Owner and Approval

The Data Protection Officer is the owner of this document and is responsible for ensuring that this record is reviewed in line with the review requirements of GDPR

Signature : Eddie Cooper

Date : 22/05/2018

Issue 1 - 22/05/2018

Issue 2 -

Issue 3 -