

Privacy Notice

How we use your personal information – Cambridge University Riding Club

This statement explains how the Cambridge University Riding Club (“we”, “us” and “our”) handles and uses the personal information we collect about our members, and anyone that trials for the Team, for processes relating to our operations and activities

When changes are made to this statement, we will publish the updated version on our website

The controller for your personal information is the Cambridge University Riding Club. The person responsible for data protection within our society is the Secretary who can be contacted at curcsecretary@gmail.com.

How we use your personal information

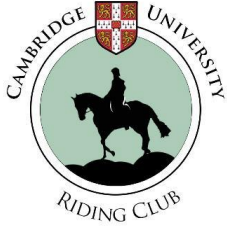
We collect and process your personal information for a number of purposes, including:

- Maintaining your personal details (e.g. name, CRSID, email address, college, address, phone number, medical conditions, riding ability, height, weight and preferred contact details).
- Keeping financial records (e.g. payment of your membership fees and riding lessons).
- Maintaining a record of your activities with us.
- Undertaking research into our activities.
- Managing complaints made to us.
- Managing society alumni relations and fundraising.

How we share your personal information

We share some of your personal information with the University, only where there is a specific need to, including for registration as a University Sports Club, and to provide your Blues and sporting records for your University records and for alumni communications and/or fundraising purposes specifically related to the sports club.

- We share some of your personal information with our partner riding stables including Springhill Stables in Dry Drayton and Hilltop Stables in Yelling, for the purposes of completing the necessary checks to provide you with riding lessons.
- If you are part of the Varsity teams, your information may be shared for the purposes of arranging the competitions.
- We use University IT facilities to store electronic copies of personal information.



We may also be subject to a legal requirement (with or without your consent) to share your personal information with the University or a government agency (such as the police or security services or other statutory authorities with investigatory powers) under special circumstances (e.g. relating to tax, crime or health and safety). Where feasible and appropriate, we will notify you of our intention to share such information in advance.

Your rights

You have the right to access the personal information that we hold about you. You also have the right to ask us to correct any inaccurate personal information we hold about you, to delete personal information, or otherwise restrict our processing, or to object to processing or communications, or to receive an electronic copy of the personal information you provided to us. Please note that all of these rights are qualified in various ways.

If you have questions or concerns about how your personal information is used, please contact us using the above details.

If you remain unhappy with the way your information is being handled, or with the response received from us, you have the right to lodge a complaint with the Information Commissioner's Office at Wycliffe House, Water Lane, Wilmslow, SK9 5AF (<https://ico.org.uk/>).

Last updated: 27th September 2022