

Privacy Notice: University of the Highlands and Islands Community Sports Research April-May 2022

The Data Controller of the information being collected is:

University of the Highlands and Islands (UHI) Executive Office
12B Ness Walk, Inverness, IV3 5SQ
Telephone: 01463 279000

For any queries or concerns about how your personal data is being processed you can contact:

- Data Protection Officer at UHI: dataprotectionofficer@uhi.ac.uk
- Alana MacLeod, Curriculum Development Employer Engagement: alana.macleod@uhi.ac.uk

This privacy statement relates to the following process:

University of the Highlands and Islands community sports curriculum development research

Your information will be used for the following purposes:

The University of the Highlands and Islands is carrying out research amongst community and sports groups across the region, to determine their upskilling and support needs. The data collected will help us to develop and adapt our offering to underpin the needs of these types of organisation.

Our legal reasons for using the data are:

- You have given consent for the use by willingly providing answers and completing the survey
- Use is necessary for the purposes of legitimate interests pursued by us or by a third party (in respect of us contacting you with this survey and analysing the results)

The processing is undertaken under the legitimate interest of the University of the Highlands and Islands. The legitimate interest(s) of the controller or third party is:

The research and data collated will ensure that any changes made to existing or new qualifications in relation to community sports are appropriate and informed by regional needs. This is a beneficial and necessary exercise, with an emphasis on curriculum development. The work will positively impact on local groups, individuals, and communities, as well as those benefitting from any future training or qualifications offered.

Sharing of data:

Please note that no personal data or specifics relating to any individual or organisation will be shared out with the university.

Your data will be retained for the following length of time:

The data will be retained for up to four years, but there is no set retention period.

The following rights are rights of data subjects:

- The right to access your personal data
- The right to rectification if the personal data we hold about you is incorrect
- The right to restrict processing of your personal data

The following rights apply only in certain circumstances:

- The right to withdraw consent at any time if consent is our lawful basis for processing your data
- The right to object to our processing of your personal data
- The right to request erasure (deletion) of your personal data
- The right to data portability You also have the right to lodge a complaint with the Information Commissioner's Office about our handling of your data.