

# Killlearn 10k Privacy Notice

This privacy notice tells you about the information we collect from you when you enter an event organised by Killlearn 10k.

In collecting this information, we are acting as a data controller and, by law, we are required to provide you with information about us, about why and how we use your data and about the rights you have over the data.

## Who Are We?

Killlearn 10k is a community group run by volunteers, which holds membership of Scottish Athletics.

You can contact us at: Email: [info@killlearn10k.com](mailto:info@killlearn10k.com)

## What Personal Data will we collect?

When you enter a Killlearn 10k event we collect your contact details, your name, date of birth, gender, email and postal address and emergency contact name and phone number, and your Scottish Athletics membership number if you have one.

## We may collect this information through:

- Completing a race entry via EntryCentral
- Apps e.g. google sheets and Strava
- Email
- Manual entry of data

During events there may be photographs taken by members and professional or amateur photographers.

## Why do we collect this information?

The main reason we collect your contact details is so that we can manage your participation in the event and keep you informed about it. We will not collect any personal data from you that we do not need in order to manage your participation in the event. We collect race results and photographs to allow results and records to be computed, and for the purposes of reporting the events in local or national press or on social media.

## What do we do with your personal information?

Killlearn 10k uses an online service called EntryCentral to collect and process event entry records. By giving your personal information, you agree to it being held in accordance with EntryCentral's terms and conditions.

Killlearn 10k uses other services such as Google Drive, Dropbox, Strava, SurveyMonkey to store and process all of your personal information, by giving your personal information you agree to it being transferred to these services for storage and processing in accordance with their privacy policies. In order to ensure the safe and smooth running of the event we need to hold local paper and electronic copies of your data. Killlearn10k committee members will process personal data on personal computers.

Killlearn 10k use specialised companies for race timing and results. In order to facilitate the collection of results, an entry list consisting of bib number, name, gender, age category, club and Scottish Athletics number will be passed to the timing company. Details of the timing company will be provided.

As a condition of the race licence Scottish Athletics must be provided with an entry list consisting of name, gender, club, Scottish Athletics number and age category. By giving your personal information, you agree to it being held in accordance with its Privacy Notices.

Data including race results and photographs of events are stored on our website [www.killern10k.com](http://www.killern10k.com), in our email account and on our public Facebook page.

### **How long do we keep your data?**

Data will be stored for only as long as it is needed or required by statute and will be disposed of appropriately.

Race results are public record and will be retained at the discretion of Killlearn 10k. Paper and electronically stored files containing race results will be destroyed after 3 years.

Photographs may be kept unless you ask us not to.

You can change your mind about the data we hold at any time by contacting us at Killlearn 10k, [info@killern10k.com](mailto:info@killern10k.com).

### **Your Rights over your information**

By law, you can ask us what information we hold on you, and you can ask us to correct it if it is inaccurate. You can also ask us to give you a copy of the information and to stop us using your information for a period of time if you believe we are not doing so lawfully.

You can contact us on the details above if you wish to raise a complaint on how we have handled your personal data.

If you are not satisfied with our response or believe we are processing your data not in accordance with the law you can complain to the Information Commissioners office <https://ico.org.uk/>