

# DATA PROTECTION STATEMENT

The information you have supplied to Real World Riding on the medical form will be used in a number of controlled ways.

Firstly, the form itself will be carried by your guide/coach for the duration of your activity, and will then be securely filed.

This information is required for the following purposes:

- 1: In order to contact you in the run-up to your activity to ensure good communication and your preparedness for the activity
- 2: In order that your coach/guide can prepare for any needs you may have that are linked to a medical condition.
- 3: In order that your coach/guide can ensure your health and welfare during the activity.
- 4: In order that should urgent medical treatment be required, all the necessary information contained can be passed swiftly to the emergency services for your treatment.

The information in the form will not be disclosed to any 3<sup>rd</sup> party and will only be passed to medical and emergency staff in the instance of urgent medical treatment.

For insurance purposes the form will be securely retained for 3 years after your activity

We retain details of email conversations for up to 3 years in order that we can build on previous conversations rather than starting again each time.

**IN ADDITION** - the three Marketing tick boxes:

1: You have been asked for permission for us to keep in touch with you. We will not pass on any contact information to any other organisation, ever. Furthermore, no-one likes loads of junk mail, so we'll only send you stuff if we've got something really good to share.

2 & 3: We use photos and some video to share what we do with other riders. If we can make you look good, then we look good too. We'd love to use pictures and footage if you're happy with that, but we won't:

A - tag you in it - but you are welcome to tag yourself

B - put photos or film of crashes on social media - you can do that yourself if you want

We may use pictures in printed promotion.

We will use photos and video on Facebook, Instagram, Twitter and YouTube, and will re-use the really good ones in accordance with the above conditions.

You are welcome to ask us to stop future use of images or video, request details of information held, and ask us to delete data at any time.