

Emergency Services Open Day Privacy Notice

Avon and Somerset Constabulary

The below privacy notice relates to the 'contact us' page on the Emergency Services Open Day website <https://emergencyservicesopenday.co.uk/>. It explains what happens to your Personal information following a submission to the website.

What type of information we have

We currently collect and process the data that is supplied to the Constabulary using the web form. We will only request from you the minimum required and therefore the only mandated field is that of contact method. Our preferred method of contact is via email, however you can also provide a postal address or telephone number. The form also allows for you to supply additional personal information such as your name, this is collected in order for us to personalise our communication to you. There is no requirement for you to supply this data to us, we will respond to all queries submitted.

How we get the information and why we have it

- Most of the personal information we process is provided to us directly by **you (or somebody acting on your behalf)** in order for us to respond to your query.
- Our ticketing provider (Eventbrite) will provide us with data so we can analyse uptake of the event so that we can continually improve our delivery of such events and associated services. You can view their privacy policy [here](#)
- Our external hosting site for website is Crowdfare, their privacy statement can be viewed [here](#)

Under the General Data Protection Regulation (GDPR), the lawful basis we rely on for processing this information are:

(a) Your consent. You are able to remove your consent at any time. You can do this by contacting - opendaymailbox@avonandsomerset.police.uk

We use the information that you have given us in order to respond to your query concerning the Open Day. We do not use this information for any additional purpose e.g. mailing lists etc.

We may share this information with Avon Fire and Rescue Service and the Office of the Police and Crime Commissioner for Avon and Somerset as they are assisting Avon and Somerset Constabulary in the co-ordination of the day. Therefore, you may receive communication via these Organisations if they are best placed to provide you with a response.

How we store your information

Your information is securely stored on Avon and Somerset Constabulary force email system.

We keep your personal information for 12 months, in line with Avon and Somerset Constabulary's retention schedule. Your personal information is then disposed automatically.

Date – 06.08.2019

Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your information in certain circumstances.

Your right to object to processing - You have the the right to object to the processing of your personal data in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please see Avon and Somerset Constabulary's website for further details, if you wish to make a request <https://www.avonandsomerset.police.uk/help/privacy/data-protection/>

If you have a query with this Privacy Notice, please contact:

Kate Britton

Data Protection Officer

Avon and Somerset Constabulary and The Office of the Police and Crime Commissioner,
Valley Road, Portishead, BS20 8QJ.

DPO@avonandsomerset.police.uk

How to complain

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
Helpline number: 0303 123 1113

This privacy notice will require reviewing annually.