

Scottish Volleyball Association Website Privacy Statement

Scottish Volleyball Association is committed to safeguarding the privacy of visitors to its website. This policy specifies how any personal information gathered from you will be treated. This policy governs and applies to your use of this website. Please read this policy carefully to understand our views and practices regarding your personal data and how we will treat it.

For the purpose of the Data Protection Act 1998 (the "Act"), the data controller is Scottish Volleyball Association, 48 The Pleasance, Edinburgh, EH8 9TJ.

Information we may collect from you

We may collect and process the following data about you:

- Information that you provide by filling in forms on our website at www.scottishvolleyball.org ("our site"), including information provided at the time of registering to use our site, subscribing to our service, posting material or requesting further information and services. You may also be asked to provide information when you enter a competition or promotion sponsored by Scottish Volleyball and when you report a problem with our site.
- If you contact us, we may keep a record of that correspondence.
- Details of transactions you carry out through our site and of the fulfilment of your orders.
- Details of your visits to our site including, but not limited to, traffic data, location data, weblogs, other communication data and the resources that you access.
- Any information that you choose to send us via email or social networking tools such as, but not limited to, Facebook, Twitter etc.

Computer profile information

The Scottish Volleyball Association website automatically detects information relating to the display properties of your computer. This information is collected in order to help understand the ways through which people access the site. This could help us in the future to better support different platforms such as, for example, mobile telephones and personal digital assistants (PDAs).

IP Addresses and Cookies

Scottish Volleyball employs "cookies" to provide a better service to its users. We do not use cookies to store any personally identifying information from users except to identify a user who has chosen to log in to the site. We do not use cookies to track user activities beyond our web site.

How the information is used

The data collected from you during your visit may be transferred to and stored at a destination outside the European Economic Area ("EEA"). It may also be processed by staff operating outside the EEA who work for us. Such staff maybe engaged in, among other things, the fulfilment of your order, the processing of your payment details and the provision of support services. By submitting your personal data, you agree to this transfer, storing or

processing. Scottish Volleyball will take all reasonably necessary steps to ensure that your data is treated securely and in accordance with this privacy policy.

We use information held about you in the following ways:

- To administer the website
- To ensure the optimum and effective presentation of content from our site for you and for your computer.
- To provide you with information, products or services that you request from us, or which we feel may interest you, where you have indicated consent to be contacted for such purposes.
- To carry out our obligations arising from any contracts entered into between you and us.
- To allow you to participate in interactive features of our service, when you choose to do so.
- To notify you about changes to our service.
- We may share non-personal aggregate statistics (group) data about our site visitors' traffic patterns with partners or other parties. However, we do not sell or share any information about individual users.

Security of your personal information

We will take reasonable technical and organisational precautions to prevent the loss, misuse or alteration of your personal information.

With regret, information transmitted over the internet is never completely secure. Although we will endeavour to protect your personal data to the best of our abilities, we cannot guarantee the security of your data transmitted to our site; therefore, any transmission is made at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access.

Disclosure of your information

We may disclose information about you to any of our employees, officers, agents, suppliers or subcontractors only as reasonably necessary for the purposes as set out in this privacy policy. In addition, we may disclose your personal information:

- to the extent that we are required to do so by law
- in connection with any legal proceedings or prospective legal proceedings
- in order to establish, exercise or defend our legal rights (including providing information to others for the purposes of fraud prevention and credit risk reduction)
- to the purchaser (or prospective purchaser) of any business or assets which we are (or at contemplating) selling
- to any person who we reasonably believe may apply to a court or other competent authority for disclosure of that personal information where, in our reasonable opinion, such court or authority would be reasonably likely to order disclosure of that personal information.

Data protection

Any information submitted to this site is used expressly for the use of Scottish Volleyball and the purposes for which you provide it. Except as provided in this privacy policy, we will not provide your information to third parties unless this is made clear to you.

Your Rights

In addition to Scottish Volleyball's safeguards specified herein, your personal data is protected in the UK by the Data Protection Act 1998. This provides amongst other things that the data we hold about you should be processed lawfully and fairly. It should be accurate, relevant and not excessive. The information should be kept up to date, where necessary, and not retained for longer than is necessary. It should be kept securely to prevent unauthorised access by other people. If you have concerns about the processing of your personal data by Scottish Volleyball you may contact us at info@scottishvolleyball.org. If you find any inaccuracies, we will delete or correct them promptly.

You have the right to ask us not to process your personal data for marketing purposes by email at any time. We will usually inform you (before collecting your data) if we intend to use your data for such purposes or if we intend to disclose your information to any third party for such purposes. You can exercise your right to prevent such processing by checking the relevant boxes on the forms we use to collect your data. You can also exercise the right at any time by emailing us at info@scottishvolleyball.org.

Third party websites

Our site may, from time to time, contain links to and from the websites of our partner networks, advertisers and affiliates. Please note that these websites have their own privacy policies and that we do not accept any responsibility or liability for these policies if you follow a link to any of these websites. Please check the policies of each site visited before you submit any personal data to these websites.

Access to Information

The Act gives you the right to access information held about you by Scottish Volleyball. Your right of access can be exercised in accordance with the Act. Provision of such information will be subject to:

- payment of a fee (currently fixed at £20.00);
- the supply of appropriate evidence of your identity (for this purpose, we will usually accept a photocopy of your driving licence, passport or birth certificate certified by a solicitor or bank plus an original copy of a utility bill showing your current address).

Service interruption

Scottish Volleyball shall have no liability to you for any interruption or delay in access to this site, irrespective of the cause.

Changes to our privacy policy

Any changes we may make to our privacy policy will be posted on this page.

Updating Information

Please let us know if the personal information which we hold about you needs to be corrected or updated.

Contact

Questions, comments and requests regarding this privacy policy are welcomed and should be addressed to

Kirsteen Houston

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