



PRIVACY POLICY

yoursportsolutions.co.uk

This privacy policy will explain how Your Sport Solutions uses your personal data which we collect, handle and process.

What data do we collect?

Your Sport Solutions collects the following data:

- Your name
- Your address
- Your email address
- Your telephone number
- CV/work history
- Any other work-related information you provide, for example, education or training

If you are a candidate and are selected to work for us, we will collect the following information:

- Passport or drivers license
- Date of Birth
- National Insurance Number
- DBS Information (if you need to undertake a DBS with us, we will collect 3 forms of ID)
- References
- Financial information

How do we collect your data?

You directly provide Your Sport Solutions with most of the data we collect. We collect data and process data when you:

- Register your CV online or place an order for any of our services.
- Voluntarily complete a customer survey or provide feedback on any of our message boards or via email.
- Use or view our website via your browser's cookies.
- Contact us via email or phone

Your Sport Solutions may also receive your data indirectly from the following sources:

- Referrals from candidates through our refer a friend scheme.

How will we use your data?

Your Sport Solutions collects your data so that we can:

- Match candidates with appropriate placements
- Undertake relevant security and DBS checks.
- Provide clients with candidate details
- Contact you relating to opportunities
- Update you on changes to our services

- Establish that you have the right to work
- Produce your contractual agreement
- Pay you once work has been undertaken

How do we store your data?

Your Sport Solutions securely stores your data on our databases in the United Kingdom. Your Sport Solutions will keep your personal data for no longer than is necessary.

Marketing

Your Sport Solutions would like to send you information about our services and opportunities that we think you might like.

If you have agreed to receive marketing, you may always opt out at a later date. You have the right at any time to stop Your Sport Solutions from contacting you for marketing purposes.

If you no longer wish to be contacted for marketing purposes, please email info@yoursportsolutions.co.uk.

What are your data protection rights?

Your Sport Solutions would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

The right to access – You have the right to request Your Sport Solutions for copies of your personal data. We may charge you a small fee for this service.

The right to rectification – You have the right to request that Your Sport Solutions correct any information you believe is inaccurate. You also have the right to request Your Sport Solutions to complete the information you believe is incomplete.

The right to erasure – You have the right to request that Your Sport Solutions erase your personal data, under certain conditions.

The right to restrict processing – You have the right to request that Your Sport Solutions restrict the processing of your personal data, under certain conditions.

The right to object to processing – You have the right to object to Your Sport Solutions' processing of your personal data, under certain conditions.

The right to data portability – You have the right to request that Your Sport Solutions transfer the data that we have collected to another organisation, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email: info@yoursportsolutions.co.uk.

Cookies

Cookies are text files placed on your computer to collect standard Internet log information and visitor behaviour information. When you visit our websites, we may collect information from you automatically through cookies or similar technology

For further information, visit allaboutcookies.org.

How do we use cookies?

Your Sport Solutions uses cookies to understand how you use our website, aiming to improve your experience on our website.

What types of cookies do we use?

There are a number of different types of cookies, however, our website uses:

- **Functionality** – Your Sport Solutions uses these cookies so that we recognise you on our website and remember your previously selected preferences. These could include what language you prefer and location you are in. A mix of first-party and third-party cookies are used.
- **Advertising** – Your Sport Solutions uses these cookies to collect information about your visit to our website, the content you viewed, the links you followed and information about your browser, device, and your IP address.

How to manage cookies

You can set your browser not to accept cookies, and the above website tells you how to remove cookies from your browser. However, in a few cases, some of our website features may not function as a result.

Changes to our privacy policy

Your Sport Solutions keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 24th July 2022.

How to contact us

If you have any questions about Your Sport Solutions' privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us at info@yoursportsolutions.co.uk.

How to contact the appropriate authority

Should you wish to report a complaint or if you feel that Your Sport Solutions has not addressed your concern in a satisfactory manner, you may contact the Information Commissioner's Office at icocasework@ico.org.uk.