

This Privacy Notice explains the nature of the personal information that the Sportspark collects through our website and from membership applications for the purposes of delivering our services.

The University of Reading (or) are data controller in respect of the information that We process about you. Our contact details are The University of Reading, Whiteknights, PO Box 217, Reading, Berkshire, RG6 6AH, United Kingdom. Tel: +44 (0) 118 987 5123.

Your privacy is important to Us, so if there is anything in this privacy notice that is unclear or you do not understand, please contact Our Data Protection Officer for advice at: imps@reading.ac.uk

We collect

To manage our websites and troubleshoot any problems.

To track the effectiveness of our websites and monitor how users interact with them.

To maintain internal record keeping or to perform user statistical analysis.

To investigate or monitor the security of our networks.

We also collect personal information about website usage through cookies and server logs, which track the IP addresses of users visiting our site and the pages they visit.

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added to your machine. Cookies can perform many different tasks. Some cookies help analyse web traffic or let you know when you visit a particular site.

The SportsPark website uses the following cookies, these are used to hold essential information whilst using the website. This information is not used for any other purpose than the essential running of this website:

question.

We also collect some limited personal data of University staff (name, department, payroll number) from the University for the purposes of administering staff memberships and discounts.

We process your personal data for the purposes of delivering services under our contract with you, which will include managing your membership and providing access to facilities. Where We process your personal data for additional purposes, such as to let you know about new products, events, special offers and activities this will be with your consent. If you have provided additional information, such as health information to Us this will also be with your consent. You have the right to withdraw consent at any time by Contacting Us. Where We process your data for the purposes of managing our websites, internal record keeping or statistical analysis, security monitoring of our networks or to conduct market research this will be where We deem this to be in our legitimate interests providing that we have assessed that this would not be privacy intrusive to you.

Your personal information is stored securely within the University and our staff are trained about the secure handling of personal information.

We will not sell, license or trade your personal information without your consent. We will not share your personal information with others unless they are acting under our instructions or We are required to do so by law.

We use third party providers to deliver our services, such as externally hosted software or App providers. Where We do this, We have measures and terms in place with those providers to ensure that they also protect your data including where this involves hosting outside of the EU. Where We need to share personal information with these suppliers, We will only share what information is necessary and We will always have agreements in place to ensure that third parties only provide their services in accordance with the strict instructions of the University and in particular, they must respect confidentiality, hold your data securely, only use it for the agreed purposes, keep it only for as long as necessary and destroy or return it to Us when no longer needed.

Some rights are dependent on the lawful basis for processing your information. If We have legitimate grounds to not carry out your wishes, these will be explained to you in response to your request.

More information on your rights and how to make a request can be found [here](#).

You also have the right to [complain](#) to the Information Commissioner's Office.

By mail:

University of Reading
Information Management & Policy Services
Whiteknights House
Shinfield Road
Whiteknights
Reading
RG6 6UR
UK

By email: imps@reading.ac.uk

By phone: 0118 378 8981

[Complaints](#) can be referred to the Information Commissioner's Office, the independent body who oversee Data Protection compliance in the UK.

If you have any questions about this notice, our University Data Protection Officer can be contacted at:

By mail:

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