

# ASPIRE PRIVACY NOTICE



**Hello. We're Children's University Scotland and we are responsible for running Aspire. Thank you for visiting and reading our privacy notice.**

First of all, please make sure you have permission from your parent or guardian to use Aspire.

## **What's all this about?**

It's important for you to understand what Children's University Scotland do with your information when you use Aspire - **your privacy is very important to us**. This notice explains what kind of information we collect or receive, and what we do with it. It also explains what rights you have to your information.

## **What are we doing?**

Before you can make an Aspire account and start joining in on loads of fun activities in your area, **we will need to collect some information about you**, including:

- Your name;
- Your gender;
- Your date of birth;
- Your parent/guardian/carer's email address;
- Your address and postcode;
- Your school name and year group.

We might also collect information about you from your school, or from public sources. Don't worry, **we always do our best to keep your information safe!** Sometimes we might share your information with your parents or guardian, your school, and the local council and other people who help us to run Aspire activities.

We use your information to help you set up and use your Aspire membership, and sometimes to send you emails or letters with exciting news about Aspire. We are allowed to do this because you, or your parent/guardian, have said this is OK first. If you change your mind and don't want to get these emails or letters, please just let us know!

We will keep your information for as long as you are a member of Aspire so that you can access all the fun activities that we promote. When your membership ends, we will delete the personal information within your Aspire profile but may keep some anonymised information about the activities you have completed and what you thought of them. This helps us to improve Aspire for future members to enjoy.

## **Your rights!**

We think **it is important that you to understand your rights** when it comes to your personal information. You have the right to:

- ask us to change the way we use your information;
- ask to see the information we store about you, or ask for a copy of it;
- ask us to correct any mistakes in your information;
- ask us to delete information about you;
- withdraw any consent (in the event that we have asked for your consent to carry out any processing activities).

You also have the right to complain about us if you aren't happy with how we are using your personal information. You can contact the [Information Commissioner's Office](#) (ICO) by visiting their website or by phoning them at 0303 123 1113. (The ICO are the supervisory body for the UK – they make sure everyone follows the rules when using personal information).

## **Want to know more?**

If you have any questions about how we collect, store and use your personal information you can get in touch by emailing [contactus@childrensuniversity.scot](mailto:contactus@childrensuniversity.scot), phoning **0131 202 0430**, or writing to Children's University Scotland, 44 King Street, Stirling, FK8 1AY.

**Thanks for reading our privacy notice! We hope you have fun using Aspire.** If you, or your parent or guardian would like more information about how we process your personal information, please see our [Global Privacy Policy](#).