



Climb Cornwall collects personal data from clients to...

- administer bookings and gain consent to participate
- Provide appropriate controls to manage client safety
- provide information about further products

Climb Cornwall requests a contact e-mail address, names, date of birth, any relevant medical information, next of kin names and next of kin contact number of all course or workshop participants. Climb Cornwall also requests consent to participate, a declaration that participants have read and understood the terms & conditions, a declaration that participants understand and accept any inherent risks, consent for photo or video to be used by Climb Cornwall, and consent for an email address to be added to our email marketing list.

*This information is required for the booking and administration processes to deliver a product to a customer. It is needed to ensure that we operate in line with our policies, so that we can ensure participants can safely take part in activities, and so we can provide vital information to emergency services in the event of an incident.*

Data is submitted to Climb Cornwall by the completion of an online form provided by 123 form builder. Data is encrypted and stored securely by 123FormBuilder as per their data protection policy, and can only be accessed via the passworded protected Climb Cornwall account.

A copy of each submitted form is also e-mailed to the Climb Cornwall email account that is similarly password protected. Access to the 123FormBuilder account and Climb Cornwall email is limited to the Director only. If client data needs to be provided to delivering staff, this is done with hard-copy only, and such forms are destroyed after use.

Climb Cornwall retain submitted booking and consent data for 7 years from the final day of a course/workshop. Data is deleted after this time.

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Modified on: 01/06/2018



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*This is done so we can provide evidence of consent given and any declared information. This data is not accessed unless it is required to provide evidence for an enquiry.*

Participants are emailed a copy of their submitted booking form as part of the booking process. Further copies can be obtained by application to the Climb Cornwall Director, proof of identity will be required before data is released.

Climb Cornwall also collects the names and e-mail address of anyone signing up to our newsletter and/or course information emails.

*This information is required so we can send the information people request to them.*

This data is submitted to Climb Cornwall via Mailchimp, and is stored securely by Mailchimp in line with their data protection policies. This data can only be accessed via the password-protected Climb Cornwall account, that is accessible by the Director only. This data is not provided to any other party.

Participants can unsubscribe from our mailing lists at any time, and can request a copy of the data held by Mailchimp and Climb Cornwall at any time by contacting Climb Cornwall.

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