

PRIVACY POLICY

WATER PARK LIMITED

This notice explains how and why we collect information about you, your child or children you are bringing to Water Park and what we do with it.

The information we collect is personal data and under the General Data Protection Regulation (GDPR) in force from 25 May 2018 we are obliged to hold this data securely protected against unauthorised or unlawful processing, accidental loss, destruction or damage and only for so long as is necessary in connection with our relationship with you.

We at Water Park Limited are a Data Controller for the purposes of the data protection laws in force in this country.

We collect personal information or data which you or your child's school provide to us such as:

Names	Children's likes and dislikes
Addresses	Nationality
Contact details	Ethnicity
Family relationships	Language
Medical information	Bedroom & group lists
Gender	Photographs
Special educational needs	

We hold this information in paper and electronic form and it is kept securely in locked filing cabinets or on computer databases with restricted access.

We hold the information to enable us properly to carry out our contractual obligations to support you or your child's experience of and learning and development at Water Park and to provide appropriate pastoral care,

We do not share the information we hold with anyone else apart from where it is necessary for financial purposes and the enforcement of your contract with us. Personal data may be shared with companies within the Eric Wright Group of companies who provide services to Water Park and are owned by the Eric Wright Charitable Trust as is Water Park

We may also be required by law to pass some of the information to government departments, local authorities, the Department for Education, Ofsted and law enforcement agencies.

We hold the information for specified periods after you, your child or the children you are bringing to Water Park leave us, after which it is deleted from our databases or shredded if in paper form.

The specified periods are

Medical forms - 6 months

Accident forms & associated medical form – until the child's 22nd birthday

Photographs – deleted immediately after visit if copied by school. OR, held for a maximum of two weeks if Water Park are awaiting a memory stick from school for transfer of pictures after which photos are deleted.

All other information – 12 months

You have the right to request details of the information we are holding.

To ask for details, please make a request in writing to Roger Ward, Head of Centre, Water Park, High Nibthwaite Ulverston LA12 8DQ by post or email at (rogerw@ericwright.co.uk and provide details of the address to which the copies and details should be sent. If any of the information is inaccurate you may ask us to amend or delete it.

If you are unhappy with the way we hold your information or deal with your request to access it you have the right to lodge a complaint with the Information Commissioner who is the supervisory authority for the United Kingdom and may be contacted at <https://ico.org.uk/concerns> or by telephone on [0303 123 1113]