

Privacy and Data Handling Statement

Sailability Scotland SCIO is committed to protecting your privacy and handling your personal data responsibly and transparently.

What information we collect

We may collect personal information including:

- Name
- Email address
- Telephone number
- Emergency contact details
- Sailing, accessibility, or support requirements
- Information provided on membership, event entry, or boat hire forms

Photographs and video may also be taken at events.

How we use your information

We use personal data only for legitimate Sailability Scotland purposes, including:

- Administering events, membership, and boat hire
- Safety and welfare during activities
- Communicating information relevant to your participation
- Managing payments and records
- Promoting Sailability Scotland through approved photographs or video (where consent has been given)

We do **not** sell or trade personal data.

Photography and media

Photographs and video may be taken during events for publicity and promotional use (e.g. website, social media, printed materials).

Consent for this is requested through our forms. You may withdraw consent at any time by contacting us.

How data is stored

- Online forms are managed using **Google Forms**, with responses stored securely in Google Sheets
- Access is limited to authorised trustees or volunteers
- Data is retained only for as long as necessary for the purpose it was collected

Payments

Payments are processed via **PayPal** or **bank transfer (BACS)**.
Sailability Scotland does not store card details or online banking credentials.

Sharing your data

Your data will not be shared with third parties except where:

- required for safety or safeguarding
- required by law
- necessary to deliver Sailability Scotland activities (e.g. event administration)

Your rights

You have the right to:

- Request access to the data we hold about you
- Request correction of inaccurate data
- Request deletion of your data where appropriate
- Withdraw consent for data use or photography