

**DCU Sport Policy – No. 9**  
**DCU Sport Privacy Notice 2023**

DCU Sport fully respects your right to privacy and actively seeks to preserve the privacy rights of those who share information with the facility. All personal data provided by you in relation to your membership or attendance at DCU Sport Complex (including your photograph) are collected, processed and retained by DCU Sport for administration purposes connected with your membership or attendance of DCU Sport Complex only. DCU Sport will not disclose your personal data to third parties except in exceptional circumstances, for example if you suffer an injury or experience a medical difficulty on or in the vicinity of the Sports Complex.

DCU Sport does not collect any personal data about you without good reason. We collect your address/email address/phone number for any correspondences. An emergency contact and number is collected in case of emergency. Any relevant medical history is collected if it could affect your time at DCU Sport or for the purpose of exercise prescription. Any information, which you provide in this way, is not made available to any third party - other than those working with DCU Sport on normal DCU Sport business, and is used by the University only in line with the purpose for which you provided it.

Information is held for the duration of your time attending DCU Sport. After your last visit, information will be held for four years before it is responsibly destroyed. You have a right to be given a copy of personal data held about you. You also have the right to have your data corrected, if inaccurate, or erased, if DCU Sport does not have a legitimate reason for retaining the data. For assistance in exerting these rights please refer to the following web page: <https://www.dcu.ie/ocoo/dp/guides.shtml>

More information is available at the following links;

a) DCU Privacy Policy - [https://www.dcu.ie/sites/default/files/policy/25\\_-\\_data\\_privacy\\_policy\\_v3.1.pdf](https://www.dcu.ie/sites/default/files/policy/25_-_data_privacy_policy_v3.1.pdf)

b) Data Protection Webpage - <https://www.dcu.ie/ocoo/data-protection.shtml#overlay-context=ocoo/committee-structures.shtml>

Signed: 

Date: 1 March '23

**James Galvin, Head of Sport**  
**Review No. 5. Next Review March 2024**

**1<sup>st</sup> March 2023**

