



moray leisure centre

- **Purpose**

Training courses at Moray Leisure Centre

- **Description**

We provide training courses at Moray Leisure Centre. Personal information is required to Enroll onto each course and process qualifications and certificates with the relevant governing bodies.

Your contact details (including your email, if supplied) will be used to contact you in relation to the training course.

- **If you do not give us your information**

If you do not provide us with your personal information, then you will be unable to enroll and complete the training course.

- **Conditions for processing personal information**

Contract – we need to process this personal information to fulfil our contract with the candidate (Article 6 (1)(b) of GDPR).

- **Your rights**

- Access to personal data
- Rectification of personal data
- Erasure of personal data
- Restrict processing of personal data

- **Who we share your information with**

We will only share your information with the relevant governing bodies for enrollment and certification purposes. We do not share your information with anyone. However, the information can be accessed by the relevant governing bodies



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- **Data controller**

The data controller is Moray Leisure Ltd.

- **Data Protection Officer Contact our Data Protection Officer:**

Data Protection Officer Moray
Leisure Centre Borough
Briggs Road Elgin
IV30 1AP 01343
550033
dpo@mlc-elgin.co.uk

- **Supervisory authority**

If you are unhappy with the way we have processed your personal information you can contact the Information Commissioner:

Information Commissioner's Office Wycliffe
House
Water Lane
Wilmslow
Cheshire SK9
5AF
Tel: 0303 123 1113
<https://ico.org.uk/global/contact-us/>