



From mountain to sea

## Privacy Notice - Aberdeenshire Council Ranger Service Schools and Groups Booking

The Data Controller of the information being collected is Aberdeenshire Council.

The Data Protection Officer can be contacted at Town House, 34 Low Street, Banff, AB45 1AY.

Email: [dataprotection@aberdeenshire.gov.uk](mailto:dataprotection@aberdeenshire.gov.uk)

Your information is being collected to use for the following purposes:

- To book a session or sessions with Aberdeenshire Council Ranger Service for your class/school/group
- Your data will be used to update you on details of any changes in arrangements, to notify you in the event of cancellation and any other relevant communication in relation to the booking.

Your information is:

Being collected by Aberdeenshire Council

*Please pick the applicable option*

The Legal Basis for collecting the information is:

Personal Data		Special categories of personal data	
Consent		The data subject has given explicit <b>consent</b> to the processing	
Performance of a Contract	X	Processing is necessary for the purposes of carrying out the obligations of the controller or of the data subject in the field of <b>employment, and social security and social protection law</b>	
Legal Obligations			
Vital Interests		Processing is necessary to protect the <b>vital interests</b> of the data subject or of another natural person where the data subject is physically or legally incapable of giving consent	
Task carried out in the Public Interest		Processing relates to personal data which are made <b>public</b> by the data subject	



## From mountain to sea

Legitimate Interests <sup>1</sup>	Processing is necessary for the establishment, exercise or defence of legal claims or whenever courts are acting in their judicial capacity	
	Processing is necessary for reasons of <b>substantial public interest</b>	
	Processing is necessary for the purposes of preventive or occupational medicine, for the assessment of the working capacity of the employee, medical diagnosis, the provision of <b>health or social care</b> or treatment, or the management of health or social care systems	
	Processing is necessary for reasons of public interest in the area of <b>public health</b>	
	Processing is necessary for archiving purposes in the <b>public interest</b> , scientific or historical research purposes or statistical purposes	

*Please tick all that apply*

Where the Legal Basis for processing is either Performance of a Contract or Legal Obligation, please note the following consequences of failure to provide the information:

*Please detail the consequences of failure to provide the information or state "Not applicable".*

If the information is not provided then it will not be possible to contact you to inform you of any changes to the arrangements of the session(s) or to notify you in the event of cancellation.

Your information will be shared with the following recipients or categories of recipient:

*Please list recipients or categories of recipient here or state "Not applicable"*

Your information will not be shared.

<sup>1</sup> Please see the Privacy Notice Guidance for details of limited use of this ground for processing personal data



## From mountain to sea

Your information will be transferred to or stored in the following countries and the following safeguards are in place:

*Please list any countries to which the data will be transferred and stored or state "Not applicable". Where data is transferred abroad, details of the safeguards in place must be stated e.g. Privacy Shield compliant organisation, Country deemed "Safe" by European Commission, etc.*

Your information will not be transferred to or stored in any other countries.

The retention period for the data is:

*Please state the retention period(s)*

The retention period for the data is one calendar month after the last session booked with the Ranger Service.

The following automated decision-making, including profiling, will be undertaken:

*Please detail any automated decision-making or profiling that will take place or state "Not applicable".*

No automated decision-making, including profiling, will be undertaken.

Please note that you have the following rights:

- to withdraw consent at any time, where the Legal Basis specified above is Consent;
- to lodge a complaint with the Information Commissioner's Office (after raising the issue with the Data Protection Officer first);
- to request access to your personal data;
- to object, where the legal basis specified above is:
  - (i) Performance of a Public Task; or
  - (ii) Legitimate Interests.
- to data portability, where the legal basis specified above is:
  - (i) Consent; or
  - (ii) Performance of a Contract;
- to request rectification or erasure of your personal data, as so far as the legislation permits.