

## Albert Basin City Park – Primary School Design Challenge

### What do I do and how do I enter?

Newry, Mourne and Down District Council wants the children of the district to tell us what you think a **world class city park in the centre of Newry** should look like.

Please draw us a picture and ask a parent or guardian to email it to [otiumlc@gmail.com](mailto:otiumlc@gmail.com) . If you don't want to draw but want to build it out of Lego or create a collage or show us your design is some other way, please feel free to do so, then take a photograph and email it.

### Prizes

1. Every person that enters will receive a voucher for a free swim in their local Leisure Centre (Once it reopens.)
2. Everyone that enters will be entered into a free prize draw for a Bicycle. (Maximum value £200)
3. The School that has the most entries will receive a free Cycling proficiency course to a year group of their choice.

### Who can enter?

- The competition is open to key stage 2 pupils in Primary Schools in Newry Mourne and Down District Council Area.
- Only one entry per pupil is allowed.

### To enter the competition pupils must:

Take a photo of your 'World Class City Park' creation and ask a parent or guardian to email it to [otiumlc@gmail.com](mailto:otiumlc@gmail.com)

All email entries must include the following information:

- Childs name
- Class
- School name
- Name of teacher
- Parents contact telephone number and a contact email address

**Competition runs from noon Monday 22 June 2020 to noon Friday 17 July 2020. All entries must be received by closing date noon Friday 17 July 2020**

## **Privacy Notice**

**16 June 2020**

### **Key contact details**

Name: Emma Toal

Address: Newry Leisure Centre, 60 Cecil Street, Newry BT34 6AU

Phone Number: 0330 137 4480

E-mail: Emma.Toal@nmandd.org

### **The type of personal information we collect**

We intend to collect and process the following information:

- Childs name
- Class
- School name
- Name of teacher
- Parents contact telephone number and a contact email address

## How we get your personal information and why we collect it

The personal information is collected so we can identify the child participating in the Albert Basin Design Challenge. We need to collect this personal information for the following reasons:

1. We need the personal information from the individual who is participating in the competition, so they can be entered into the prize draw for a Bicycle. We also need this information, so we can contact the winner.
2. We need an email address, so we can send all those that enter the competition a free swim voucher.
3. We request personal information about the school the pupil attends, teacher and year group so that we can award the School that has the most entries with a free Cycling Proficiency course to a year group of their choice.

This information will be collected by Otium Leisure Consultancy who are managing the Albert Basin Consultation on behalf of Newry, Mourne and Down District Council.

We may share the outcome of the Consultation (In this case, creative illustration of the ideal City Park) with Senior Management Team and Elected Members. Research findings will not identify specific individuals without their explicit consent as we merely seek to identify key themes and feedback from these year groups on what they want from their City Park.

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information are:

- (a) **Your consent.** You are able to remove your consent at any time. You can do this by contacting Emma Toal (see key contact details above)

## How we store your personal information

Your personal information is securely stored electronically on servers by Otium Leisure Consultancy and will be held for 12 months from 17 July 2020, the consultation closing date, and then destroyed by deleting the file which holds your personal data.

Your information will only be held long enough to gather and identify the key trends of what children in the district 'expect from their City Park' and for only as long as it necessary to administer the prize draw, issue swim vouchers and award school with most entries the cycling proficiency course prize.

Personal data (In this case artistic illustrations) will be anonymised and aggregated prior to any submission to the Senior Management Team and Elected Members.

### **Your data protection rights**

Under data protection law, you have rights including:

**Your right of access** - You have the right to ask us for copies of your personal information.

**Your right to rectification** - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

**Your right to erasure** - You have the right to ask us to erase your personal information in certain circumstances.

**Your right to restriction of processing** - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

**Your right to object to processing** - You have the the right to object to the processing of your personal information in certain circumstances.

**Your right to data portability** - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us if you wish to make a request. Key contact details above.

## How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us (see contact details on footer of first page).

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>

Due to Covid 19 the ICO encourages you to contact them online: <https://ico.org.uk/global/contact-us/>