

Leisure Studies Association Annual Conference

Policy, Governance and Information

Version: 1.0

Our contact details

Solent University, East Park Terrace, SO14 0YN Southampton

lsa2021@solent.ac.uk

For more information, please contact the Information Rights Team at:

information.rights@solent.ac.uk

What type of information we have

- Name and co-author's name (if applicable)
- Email address
- Affiliation
- Title of paper
- Abstract and key words

How we get the information and why do we have it

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

- (a) We seek consent from you with participating in the Leisure Studies Association annual conference
- (b) We have a legitimate interest and the processing carries no or little risk.

What we do with the information

We will process your data for the purposes of making a decision on your presentation for the Leisure Studies Association Annual Conference 2021.

If you are accepted and you choose to register for the conference, we will have a conference booklet with your name/affiliation/title of paper/abstract. Please be aware that this information cannot be removed from printed materials once created and already available in the public domain.

Any data you provide will only be shared where it is essential for the Leisure Studies Association Annual Conference 2021. Your data will only be shared within the conference committee.

Any information processed will be deleted once it is no longer necessary for the purposes for which it was collected.

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 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 information in certain circumstances.
- Your right to **object to processing** - You have the right to object to the processing of your personal data in certain circumstances.
- Your right to **data portability** - You have the right to ask that we transfer the 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 at information.rights@solent.ac.uk if you wish to make a request.

How to complain

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