

Privacy notice

Policy statement



United Kingdom
Mathematics Trust

Contents

1. [Purpose and Scope](#)
2. [Principles](#)
3. [Procedures](#)
4. [Maintaining the Accuracy of Data](#)
5. [Payment and Bank Details](#)
6. [Marketing](#)
7. [Contact Details](#)
8. [Policy Governance and Related Policies](#)

1. Purpose and scope of this privacy notice

1.1 This privacy notice explains how we will use the personal data that we collect from you.

1.2 Our website contains links to other websites. Our privacy notice applies only to our website so if you click on a link to another external website then you should read its own privacy policy.

2. Principles

- 2.1. We are committed to good practice in the handling of personal data and compliance with the requirements of the [Data Protection Act \(2018\)](#).
- 2.2. Our priority is to protect individuals from privacy and data breaches in today's data-driven world.
- 2.3. We aim to be open and transparent in the way we use personal data.
- 2.4. We will seek to give individuals as much choice as is possible and reasonable over what data is held and how it is used.

3. Procedures

3.1 Why do we collect data?

- 3.1. We collect personal data to administer our activities, events, publications, services and to promote networking within the UKMT.
- 3.2. Data is also collected to permit UKMT to carry out its contractual and legal obligations and to pursue its charitable aims.

3.2 What data do we collect?

3.2.1 UKMT collects personal data from young people, volunteers and staff involved with UKMT's activities. Personal data means any information about an identified or identifiable person. For example, an individual's home address, personal (home and mobile) phone numbers, email addresses, IP address, occupation, details of any disabilities, pictures and video of an individual, and so on.

3.3 How do we collect your data?

You directly provide UKMT with most of the data that we collect. We collect and process data when you interact with us, including when you:

- 3.3.1. register either by post or online with us to enter students for our competitions;
- 3.3.2. place an order for any of our products;
- 3.3.3. choose to complete a customer survey or provide feedback by email;
- 3.3.4. use or view our website via your browser's cookies;
- 3.3.5. make an enquiry;
- 3.3.6. register to attend an event;
- 3.3.7. work as a volunteer;
- 3.3.8. Complete volunteer I.D checks;
- 3.3.9. apply for or accept a role with us;
- 3.3.10. become a trustee;
- 3.3.11. participate in one of our competitions.

More information about how UKMT processes data can be found in the [Data Protection Policy](#).

3.4 How do we store your data?

Personal data may be held in electronic format (for example, emails, databases, spreadsheets) or in physical filing systems.

3.5 What are your Data Protection Rights?

3.5.1 UKMT would like to make sure you are fully aware of all your data protection rights. Every user is entitled to the following:

3.5.2 The right to access – you have the right to request UKMT for copies of your personal data.

3.5.3 The right to rectification – you have the right to request that UKMT corrects any information you believe is inaccurate. You also have the right to request UKMT to complete information you believe is incomplete.

3.5.4 The right to erasure – you have the right to request that UKMT restricts the processing of your personal data, under certain conditions.

3.5.5 The right to data portability – you have the right to request that UKMT transfers the data that we have collected to another organisation, or directly to you, under certain conditions.

3.5.6 If you make a request, we have one month to respond to you. If you would like to exercise any of these rights then please contact us as detailed below.

4. Maintaining the accuracy of data

4.1 It is important that the personal data that we hold about you is accurate and up-to-date. We aim to gather and retain only relevant and up-to-date data. All individuals have a right of access to and correction of their data and we would welcome contact to maintain the accuracy of data held. Please keep us informed if your personal data changes during the duration of your relationship with us.

5. Payment and bank details

5.1 Credit card payments made through our website are processed by Stripe or PayPal who have robust security procedures in place. No credit card details are stored by us.

5.2 If you choose to share your bank account details with us then we will store them securely in the same as any personal data. Strictly where necessary, financial information will be shared with Xero, our accounting software provider, and Mazars LLP, our accountants.

5.3 In addition, some financial details must be stored for specified periods when required by legislation or, on occasion, for short periods to process particular transactions.

6. Marketing

6.1 We would like to send you information about products and services of ours that we think you might like. We will not disclose any personal information that we hold on you to any unrelated third party, except where you have given your express permission for us to do so.

6.2 Users have the right to opt out of receiving marketing communications by emailing enquiry@ukmt.org.uk with their request.

7. Contact details

7.1 How to contact us

7.1.1 If you have any questions about our privacy notice, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

7.1.2 Our Data Protection Officer is Hope and May who can be contacted by email dpo@ukmt.org.uk or by post at: UK Mathematics Trust, 4100 Park Approach, Thorpe Park, Leeds LS15 8GB.

7.2 How to contact the appropriate authority

7.2.1 The UKMT is registered with the Information Commissioner's Office (ICO), the body responsible for enforcing data protection legislation in the UK and the regulatory authority for the purposes of the GDPR.

7.2.3 Should you wish to report a complaint or if you feel that we have not addressed your concern in a satisfactory manner, you may contact the Information Commissioner's Office by phone on 0303 123 1113 or online at <https://ico.org.uk/make-a-complaint/>.

7.2.4 However, we would appreciate the chance to deal with any queries or concerns you may have before you approach the ICO, so please feel free to contact us first.

8. Policy Governance and Related Policies

8.1 This Policy is owned by the UKMT's Risk and Compliance Committee and will be reviewed and recommended for approval to the Board of Trustees.

8.2 This policy statement should be read alongside all our other policies, procedures and related documents, including:

- [Data protection Policy](#);
- [Policy on the keeping and disclosure of personal and statistical information](#);
- [Cookie notice](#)