**Privacy Notice – Moray Game Jam 2023**

The Data Controller of the information being collected is: UHI Moray, Moray Street, Elgin, IV30 1JJ.

For any queries or concerns about how your personal data is being processed you can contact the relevant Data Protection Officer at dataprotectionofficer@uhi.ac.uk.

This privacy statement relates to the following event:

Moray Game Jam 2023

Your information will be used for the following purposes:

**Registration form –** we will use details provided to support operational planning of the event and ensure safeguarding for all participants. This will include team organisation and accommodation, accessibility, and in the instance of an emergency.

**Photography** – we will take photos of the Moray Game Jam participants throughout the weekend to publicise the event at the time and also for future events. This will include when working on their games creation, attendance at the workshops and any other related activity over the weekend.

**Video** – we will video the participants throughout the weekend the publicise the event at the time and also for future events. This will include when working on their games creations, attendance at the workshops and any other related activity over the weekend.

The footage gathered will be used to promote the Game Jam, UHI Moray, achievements and awards, related education curriculum and the Alexander Graham Bell Centre.

Our legal reason for processing your data is:

Legitimate interest of UHI Moray to publicise and market educational and event offering.

The legitimate interest of the college is:

To publicise and market the UHI Moray’s educational offering, event offering, conference facilities and celebrate achievements and activities.

Your data will be published or shared with the following recipients as follows:

Photographs will be published in the following way: UHI Moray social media accounts including, but not limited to, Facebook, Snapchat, Instagram, LinkedIn, Twitter, website and newsletters. Plus prospectus, outdoor, video, adverts in magazine and newspapers.

Your data will be retained for the following length of time:

No longer than five years from the date of the photo being taken.

**The following rights are rights of data subjects:**

• The right to access your personal data

• The right to rectification if the personal data we hold about you is incorrect

• The right to restrict processing of your personal data

**The following rights apply only in certain circumstances:**

*•* Theright to withdraw consent at any time if consent is our lawful basis for processing your data

• The right to object to our processing of your personal data

• The right to request erasure (deletion) of your personal data

• The right to data portability

You also have the right to lodge a complaint with the Information Commissioner’s Office about our handling of your data.