

## **Privacy Policy for Safe4Summer Competition**

**Organisation Name:** Greater Manchester Combined Authority

**ICO Registration reference:** Z5119967

**Customer enquiries Contact Details:** [OfficeOfDPO@greatermanchester-ca.gov.uk](mailto:OfficeOfDPO@greatermanchester-ca.gov.uk)

### **Data Controller:**

Greater Manchester Combined Authority  
Churchgate House  
56 Oxford Street  
Manchester  
M1 6EU

**Data Protection Officer Details:** Phillipa Nazari – Assistant Director Information Governance

### **Safe4Summer**

During Summer Greater Manchester Fire and Rescue Service work with Greater Manchester Police, local authorities and others throughout Greater Manchester to promote activities that young people can do with family and friends. They also tell you about the common dangers faced by teenagers and young children during the summer months. You can get to the information through a website [www.safe4summer.com](http://www.safe4summer.com) and also through school visits. There is also a competition to get more people to feedback about the campaign and answer some questions about water safety and anti-social behaviour.

### **Why we need information from you and what we will do with it**

Greater Manchester Combined Authority runs the competition and looks at the answers you give to the questions to make the campaign better. They also check that lots of different types of young people look at the website or hear about the campaign and find it useful.

We ask questions about what you think of the campaign but we also ask for your name, school and an email address or phone number that we can contact you on if you should win the competition. We won't get in touch with you for any other reason and if you don't have an email or telephone number it's OK to give your parents or guardians contact details. You **MUST** ask their permission first. If you are aged 5-12 your parents or guardians must complete the competition on your behalf.

The GMCA have legal responsibilities to make sure Greater Manchester residents are safe and well. The Safe4Summer campaign is part of this. So our legal basis for undertaking this survey and using the survey data will be:

Article 6 1(e) processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller

And for the more sensitive data:

Article 9 2(g) processing is necessary for reasons of substantial public interest

## **How we look after your information**

We don't let anyone see your information except the person who is looking after the competition entries and the person who contacts the winner to tell them they have won. This is to make sure that you and your information are kept as safe as possible. There are rules about where we can put the information and we follow them very carefully.

If we think anyone has seen your information that shouldn't we will tell you and let you know what to do to stay safe. We may also tell the police and the Information Commissioner if we need to.

## **How long we keep your information**

We will only keep your name, school, email address or telephone number until the competition winner has been told and the prize collected. After that we will delete that information and no one at Greater Manchester Combined Authority or any of the people working with us can use that information to get in touch with you.

## **What if I change my mind about entering the competition or made a mistake on the form?**

If you want to change anything about your form or if you change your mind about being part of the competition just get in touch with Zoe Henderson on [hendersonz@manchesterfire.gov.uk](mailto:hendersonz@manchesterfire.gov.uk) and we can sort that out for you. We can also delete your personal data, if requested.

## **Where we will store your information**

Because laws about looking after your information are sometimes different to ours we make sure that your information is kept in line with UK law.

## **The Information Commissioner**

Looking after your information is important. The Information Commissioner makes sure that we do this properly and has a website with lots of information on it.

<https://ico.org.uk/your-data-matters/>

If you don't think we have used your information properly you have the right to complain to the Information Commissioner too.