



## Privacy Policy

### **Introduction**

theAscent UK is committed to protecting the privacy and security of personal data in accordance with the General Data Protection Regulation (GDPR).

### **1. Lawfulness, Fairness, and Transparency**

We will process personal data lawfully, fairly, and in a transparent manner.

### **2. Purpose Limitation**

We will only collect and process personal data for specified, explicit, and legitimate purposes. We will use your data to complete bookings, manage your booking and make further necessary arrangements with you. We will also use your data to communicate with you by email for administrative purposes and operational purposes.

### **3. Data Minimization**

We will ensure that personal data we process is adequate, relevant, and limited to what is necessary in relation to the purposes for which they are processed.

### **4. Accuracy**

We will take all reasonable steps to ensure that personal data that is inaccurate is rectified or deleted without delay.

### **5. Storage Limitation**

We will not keep personal data for longer than is necessary for the purposes for which they are processed unless we have received the express consent of participants and team members to retain their necessary personal data for the purposes of contacting them about alumni events from time to time.

### **6. Integrity and Confidentiality**

We will process personal data in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction, or damage, using appropriate technical or organisational measures.

## **7. Accountability**

We will be able to demonstrate compliance with the GDPR and will keep records of our data processing activities.

## **8. Your Legal Rights**

You have individual rights governing the use of your personal data which include:

- Right of access
- Right to rectification
- Right to erasure
- Right to restriction
- Right to withdraw consent

For further details on your rights please visit the Information Commissioner's website. <https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>.

## **9. How we protect your personal data**

We are committed to taking appropriate technical and organisational measures to protect your personal data against unauthorised or unlawful processing and against accidental loss, destruction or damage to personal data

By using our services, you agree to our GDPR Policy and acknowledge our commitment to protecting your personal data. If you have any questions or concerns about our Privacy Policy, please contact us at [admin@theascentuk.co.uk](mailto:admin@theascentuk.co.uk)

## **10. Updates to our Privacy Policy**

This Privacy Policy may be updated from time to time, so we recommend checking periodically for any changes.

Last updated on: 6 May 2024