

HOBO YACHTING PRIVACY AND DATA PROTECTION POLICY

Hobo Yachting is committed to protecting and respecting your privacy.

Hobo Yachting needs to process certain personal data in order to take course bookings and issue and manage certificates and qualifications.

We hold a lot of data and that's why we take your privacy very seriously and have made considerable changes with GDPR coming into force and hope these measures will help further protect your personal data that we hold.

This policy explains when and why we collect personal information about you, how we use it, how we keep it secure and the circumstances when it may be disclosed to others. The policy also explains your rights in relation to that personal information.

We are Hobo Yachting, a RYA recognised training centre, with our training yacht, Happy Hobo, based at Ocean Village Marina, 2 Channel Way, Southampton, SO14 3TG. Our office is located at 1 Wilcon Court, Knowle Lane, Horton Heath, SO50 7PJ.

We work closely with, and share information with, Royal Yachting Association, RYA House, Ensign Way, Hamble, SO31 4YA.

On successful completion of a course your name, contact details, date of birth, certificate number and date of issue, will be shared with the RYA through a secure web portal on www.rya.org.uk. The data will be stored on the RYA's central database. This information allows the RYA to record your qualification, to update any records they may hold for you, and to verify or replace your certificate if required. For further information on how the RYA will deal with your data, please see the RYA's Privacy Policy at www.rya.org.uk/go/privacy.

We collect your personal information when you apply to join one of our training courses by means of a booking form.

Common information we ask for includes:

Your name, address, email address and phone number in order to contact you.

Financial and credit card information, in order that we can process an order for you.

Photographs in connection with photo verified certificates.

Details of any relevant medical conditions which could affect your participation (which will only be collected when you have provided your express consent)

The name and address of your next of kin and/or emergency contact.

Any details of your dietary requirements.

Details of any sailing experience or navigation experience you may have.

Health information including any particular health conditions or physical impairments you may have which may impact on your participation in the course.

We may keep and process your personal information for as long as necessary to fulfil the purposes we collected it for, or for as long as it is necessary to do so for legal reasons.

Your information may be held at our office, or on secure servers owned by the RYA.

You have the following rights in relation to the personal information we hold about you:

To access your personal information

To be provided with information about how your personal information is processed

To have your personal information corrected

To have your personal information erased. Please be aware that erasing your personal information may prevent us from continuing to provide services to you

To object to or restrict how your personal information is processed

You have the right to take any complaints about how we process your personal information to the Information Commissioner:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire SK9 5AF