

Privacy Statement & Fair Processing Policy

The following statement explains Safety Rocks Limited's policy regarding the personal data you may disclose to us, for example when booking a training course or event, or entering one of our promotional campaigns or competitions, such as **Safety Rocks Fuels Her Voice®**.

Our aim is to respect your privacy and comply with the General Data Protection Regulation (GDPR) and the Data Protection Act (2018).

The Data Controller

Safety Rocks Limited is the Data Controller and, when dealing with examining bodies, is the Data Processor for any personal data you give to us. Our full details are:

Safety Rocks Limited, Compass House, Vision Park, Histon, CB24 9AD.

Our Registered Address is: Ingle House, Oldman Court, St Ives. PE27 5DN.

Telephone: 01223 491485

Email: info@safetyrocks.co.uk

The person responsible for Data Protection is Carla Crocombe, Managing Director.

What Personal Data We Collect and What We Do With It

Training Courses

When you book a course or an event, we will use your details to:

- Deliver our contract to provide training to you (where it is necessary for the performance of the contract);
- Contact you with regard to any matter arising from your booking or attendance at our event;
- Distribute a delegate list to course delegates only;
- Keep you informed of forthcoming training events run by Safety Rocks Limited (where we believe it is your legitimate interest).

If you book a certified/accredited course, we need to pass on your details to the accrediting/endorsing bodies so that they can check your eligibility and/or make arrangements for you to sit their exams. It is necessary for the performance of our contract. For certain examining bodies (e.g. NEBOSH, IOSH) we will not be able to register you for an exam unless you provide this in advance following the timescales dictated by the examination body.

From time to time, an employer may request details of course attendance by their staff. We will disclose this information only where the employer has paid for the course or has allowed staff time off work for this purpose. In all other situations, we will seek your written consent. We do not make automated decisions about you.

WHAT WE DO	OUR LEGAL BASIS UNDER GDPR
Deliver our contract to provide training to you.	Article 6(1)(b) – necessary for the performance of our contract with you/your employer. Without it we will not be able to process your booking. Article 6(1)(f) – necessary for our legitimate interests.
Contact you with regard to any matter arising from your booking or attendance at our event, e.g. dietary requirements, cancelled courses, etc.	Article 6(1)(b) – necessary for the performance of our contract. Article 6(1)(f) – necessary for our legitimate interests. Article 6(1)(d) – necessary for your vital interests.
Distribute a delegate list to course delegates only (names only).	Article 6(1)(f) – necessary for our legitimate interests – we want delegates to be able to understand who is on the course with them.
Keep you informed of forthcoming training events run by Safety Rocks Limited.	Article 6(1)(f) – necessary for our legitimate interests – we want to keep you updated on new courses and dates.
If you book a certified/accredited course, we may need to pass on your details to the accrediting/endorsing bodies (e.g. NEBOSH) so that they can	Article 6(1)(b) – necessary for the performance of our contract. Article 6(1)(f) – necessary for our legitimate

check your eligibility and/or make arrangements for you to sit their exams.	interests. Article 6(1)(d) – necessary for your vital interests.
Occasionally your employer may request details of your course attendance. We will disclose this information only where the employer has paid for the course or has allowed you time off work for this purpose. In all other situations we will seek your written consent.	Article 6(1)(b) – necessary for the performance of our contract. Employers will only pay for courses we have provided to you. Article 6(1)(f) – necessary for our legitimate interests.
Safety Rocks Fuels Her Voice and other promotional campaigns and competitions – administering entries, judging and delivering the prize (see below).	Article 6(1)(a) – your consent, given when you enter or take part. Article 6(1)(f) – necessary for our legitimate interests in running and promoting the campaign.

We do not disclose your booking/course data to any other parties without your written consent.

Where you require us to make Reasonable Adjustments to enable you to attend a course or sit an exam, we may require further information from you. If this includes information about your physical or mental health, such as personal information or sensitive personal data (Special Categories Data), this will only be used by Safety Rocks Limited, the tutor and the examining body where it is in your vital interest, e.g. for Health or Safety reasons or to assess your eligibility for Reasonable Adjustments. We will not share or disclose it to other third parties.

Safety Rocks Fuels Her Voice® – Competition and Content Creator Programme

Safety Rocks Fuels Her Voice® is our season-long content creator programme, run in partnership with Girls on Track UK, Motorsport UK and the Wera Tools F4 British Championship, giving young women work experience opportunities in motorsport media. If you enter or take part in this programme, we will collect and use personal data as set out below.

What we collect: when you enter a round, we collect your name, contact details (email and/or phone number), age range and any eligibility information requested for that round, your social media handle(s) where relevant, and the content you

submit (video, photography or written entries). If you are selected as a round winner, we will also collect any further details needed to arrange your paddock access and on-the-day attendance, and we will record and use photographs, video and other content of you and your work produced during the event. The programme is open only to entrants who meet our minimum age requirement; entrants must confirm they are 18 or over, and we do not knowingly accept entries from, or collect personal data about, anyone under the age of 18 in connection with this programme.

What we do with it:

- Review, judge and shortlist entries for each round, and contact entrants about the outcome;
- Arrange paddock access, on-the-day briefing and support for round winners;
- Publish winners' content, likeness and attributed credit across Safety Rocks' own channels and those of our partners (Girls on Track UK, Motorsport UK and the Wera Tools F4 British Championship), and allow those partners to amplify it on their own channels;
- Share relevant entrant details with Girls on Track UK and, where agreed, Motorsport UK, for the purposes of confirming eligibility and involvement in judging;
- Share the minimum details necessary with the relevant race venue/championship team to arrange paddock access;
- Keep a record of entries and winners for the administration and evaluation of the programme.

Before a round winner's day at a race weekend, we will ask you to sign a consent form covering the use of your content and likeness across Safety Rocks and partner channels. Your participation in the programme, and our use of your image, likeness and content, is based on your consent, which you may withdraw at any time as set out in "Your Rights" below. Withdrawing consent will not affect anything we published or did before you withdrew it, and we will not always be able to remove content that has already been shared or republished by partner organisations.

We will not disclose your personal data to any other organisation in connection with the programme without your consent, other than the partner organisations named

above and any professional advisers or service providers who process data on our behalf.

How Long We Keep Your Personal Data

By law, we must keep basic information about course attendees and their contact details for a minimum of 6 years for tax purposes.

Where you are a regular attendee on our courses or events, we will keep your personal data for longer where we feel it will speed up the course booking process and to save you having to give us the information again. This is in our legitimate interest.

Subject to any legal requirement, we will delete your information where you tell us you will no longer be attending our courses in the future or six years after you last attended a course (whichever is later).

For Safety Rocks Fuels Her Voice® and similar campaigns, we will keep entrants' personal data for the duration of the relevant season plus a reasonable period afterwards (up to 12 months) to allow for administration of the programme, after which non-winning entries and contact details will be deleted. Winners' published content, and any personal data necessary to support it, will be kept for as long as that content remains published, or until you ask us to remove it.

Course Venues

In order to provide you with a good service, e.g. if you have special needs or meal requirements, we may pass on your basic details to the course venue but only to make your attendance as comfortable as possible. This will not be your date of birth or address. We will only pass on details that are necessary for your Health or Safety and is in your vital interest.

Safety Rocks will not sell, assign, disclose or rent your personal data to any other external organisation or individual.

Protecting Your Personal Data

We are committed to ensuring that your personal data is secure. To prevent unauthorised access or disclosure, we have put in place appropriate technical, physical and managerial procedures to safeguard and secure the information we collect from you.

Your Rights

You are in complete control. Where we have requested consent, you can object or withdraw your consent to the use of your personal data at any time. Though in some cases we may not be able to provide your requested service (e.g. course, or continued participation in a campaign) where the information processing is an integral part of the service, e.g. Accredited Courses (NEBOSH, IOSH, etc). We will tell you if this is likely to be the case.

Subject to some legal exceptions, you have the right to:

- request a copy of the personal information Safety Rocks Limited holds about you;
- have any inaccuracies corrected;
- have your personal data erased;
- place a restriction on our processing of your data;
- object to processing; and
- request your data to be ported (data portability) – where there is consent or contract only.

Accessibility

We can discuss this policy with you orally if you believe this will be easier, even though we have written this policy so that it can be understood, and our position is clear.

Purpose Limitation

We only use data for what we say we will, except where enforcing authorities make a legal request for your data.

To learn more about your rights, please see the ICO website.

This policy is reviewed annually.

Date of issue: 28th August 2026