**Cork University Bluebell Art Competition Privacy Policy**

**Who are we?**

We are Cork University Hospital (CUH), HSE. This policy sets out how CUH will use your personal data. CUH is committed to protecting the personal data of CUH Bluebell Art Competition entrants (Entrant data) and takes the security of this information very seriously. We have strict security measures to protect Entrant data. This includes robust security procedures. If you have any concerns or would like to contact us about any aspect of this policy, please get in touch through the contact details at the bottom of this statement.

**The information we collect about you and its sources**

We will collect personal data about the Entrant (and the parent/guardian of a person under 18 years) when you enter the Competition. We will ask you to provide the following information: Personal details (i.e. full name, & age) Contact details (i.e. address, email address, & phone number). Please note that if the necessary permissions are not evidenced, it will not be possible for the Entrant to be awarded a prize winning place in the Competition. We will require evidence of parental or guardian permission when an Entrant’s artwork is submitted.

**How we use your personal data?**

CUH will use Entrant data for the following purposes:

* To enter the Entrant into the CUH Bluebell Art Competition
* To appear in the Entrant’s artwork if displayed in the Bluebell Suite or elsewhere in the CUH or HSE services (further permission will be sought from each winner before the personal data is displayed on the winning piece).
* The age will be referred to on winning artwork from children only.

**Who we may pass your data on to?**

Where appropriate, we may disclose your personal data to:

• The voluntary independent judges of the CUH Bluebell Art competition will be advised of the entrant’s age

• The CUH website and social media (further permission will be sought from each entrant before the personal data is displayed)

• Agreed publications companies, such as the local and national newspapers (further permission will be sought from each entrant before the personal data is displayed)

• Where we are legally obliged to disclose your information

We do not share your information with third parties for commercial purposes. In exceptional circumstance Regulators and law enforcement agencies may also request your information from us and we will provide them with your information only when there is a legal basis to do so.

If we suspect someone has committed fraud, we’ll note it in our records and may share the information with others that we deem relevant – such as the Gardaí.

**How we transfer and store your personal data?**

Entrant data will be retained indefinitely for Competition entries that are awarded prizes in a specific category. If an Entrant wishes for their non-winning entry to be displayed, data will be retained indefinitely with the displayed piece. Data will not be kept for non-prize winning entrants and will be deleted on the date the prizes are awarded.

For more information on the appropriate safeguards in place, please contact us at the details below.

**Your rights**

You have the right to know what personal data we hold about you and to be provided with a copy and to have any inaccurate information corrected.

You may also have rights to restrict some of the processing we have described above or withdraw any consent you may have given us. You may also exercise the right to data portability and erasure of personal data.

If you have any questions about this or would like to exercise your rights, please contact us at the details below.

**Our Data Protection Contact**

If you have any questions about this notice or about how we process your personal data please contact ddpo.south@hse.ie. We are committed to working with you to obtain a fair resolution of any complaint or concern about privacy.

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