

Privacy statement

Who we are

Marcelona Football Academy Limited trading as Marcelona Sports College and Mac and Sam Training Centres provide education and training programs for post 16 and adult learners.

How your personal data will be used

We hold and process personal data about you in order to;

- Ensure that content from our site is presented in the most effective manner for you and for your computer.
- Provide you with information, products or services that you request from us or which we feel may interest you, where you have consented to be contacted for such purposes.
- Carry out our obligations arising from any contracts entered into between you and us.
- Allow you to participate in interactive features of our service, when you choose to do so.
- Notify you about changes to our service.

We will not keep this information for longer than is necessary to achieve the purpose for which it was collected.

Your information may be shared with our employee data base providers, our marketing department, basic details may be shared with clients eg name, work contact details.

Should there be any change to your personal details in the future (ie change of name, address, telephone number, bank account, next of kin, etc) you are asked to notify us promptly. This will ensure we maintain accurate personal details and that we are able to contact you or another designated person in case of an emergency.

If it becomes our intention to use your information for any other reason, we shall advise you of those intentions prior to using the information for the additional purpose(s) as well as advising you of any other details within this statement which may be affected.

Your rights

You have a number of rights with regards to how your data is protected.

By providing us with your information you will have the right to access and rectify your personal details. If you did wish to access your data, you shall have the right to view or receive a copy of the information in a commonly used format such as a pdf document or an e-mail. Any information which is processed by automated means and is purely required for the performance of a contract, may be transmitted to another data controller if you request it. You may also have the right to ask for the processing of your personal data to be restricted or even erased. Whether or not you exercise the right to erasure, the Company will erase your personal data in certain situations and particularly when the data is no longer required.

Objections

At any time you may have the right to object to the processing of your personal data where processing is conducted for direct marketing and profiling. If you exercise this right, then unless we have compelling reasons not to, we shall cease to process your data wherever data protection laws allow.

Sending personal data internationally

Your data may be transferred and processed outside of the European Economic Area and in any other country in which the organisation may have offices or subsidiary companies or agents or contractors at any time.

You should therefore be aware that:

Appropriate safeguards have been implemented which protect your rights in accordance with current data protection laws. By submitting your personal data, you agree to this transfer, storing or processing. We will take all steps reasonably necessary to ensure that your data is treated securely and in accordance with this privacy policy.

All information you provide to us is stored on our secure servers. Any payment transactions will be encrypted. Where we have given you (or where you have chosen) a password which enables you to access certain parts of our site, you are responsible for keeping this password confidential. We ask you not to share a password with anyone.

Although the transmission of information via the internet is not completely secure, we will do our utmost to protect your personal data, however cannot guarantee the security of your data transmitted to our site; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access.

More information

If you have any queries or you wish to speak to us about how your information will be used, then please contact us at sam@marcelonasportscollege.co.uk.

In the event that you should have a complaint about how your data has been processed by us, we would like to hear from you so that we may put it right. However, you will always have the right to lodge a complaint with the Information Commissioner's Office.