

- By post: SCA, Caledonia House, 1 Redheughs Rigg, South Gyle, Edinburgh, EH12 9DQ (cheque payable to SCA)
- By sending a scan or high-resolution photo to office@canoescotland.org (card payments only – call 0131 317 7314 to pay)

[PLEASE COMPLETE THE FORM CLEARLY IN CAPITALS. [All fields are mandatory]]

Date:		Assessor Name:	
Location:		Membership Number:	
Candidate Details			
Forename:		Assessor Declaration - By signing this document, I confirm that I have shared the privacy statement with all course candidates and ensured each candidate (parent or guardian for under 18-year olds) understands who, how and why their data will be shared.	
Surname:			
Membership Number: (if applicable)		Assessor Signature	
Address:		Fee UK Member £6 <input type="checkbox"/> UK Non-Member £7 <input type="checkbox"/> Non-UK Member £8 <input type="checkbox"/> Non-UK Non-Member £9 <input type="checkbox"/>	
Postcode:		Circle award completed: 1 Star 2 Star	
Date of Birth:		Contact Phone Number:	
Gender (please circle)		Email Address: (please write clearly)	
Male	Female	Other	Prefer not to say
Parent/ Guardian Statement		Do you consider yourself to have a disability? (tick) YES <input type="checkbox"/> NO <input type="checkbox"/> Prefer not to say <input type="checkbox"/>	
I hereby give permission for my child's personal information to be processed in line with the privacy statement.		Date:	
		Signature:	
GDPR Briefing		Privacy Statement	
<p>The General Data Protection Regulation (the GDPR) came into force in the UK on 25th May 2018. Although this is EU legislation, the GDPR will be transposed into UK law and will replace current data protection law including the Data Protection Act 1998. It applies to all organisations regardless of size and status - therefore it applies to the Delivery Centres and to all course providers collecting and processing data.</p> <p>Many of the principles that underpin the GDPR are the same as those on which the Data Protection Act was based. However, the GDPR contains several notable differences and has an increased emphasis on the rights of individuals about how their data is provided to organisations and how it is used.</p> <p>Grounds for Processing Personal Data</p> <p>There are 6 grounds under which personal data may be processed:</p> <ol style="list-style-type: none"> Contractual Grounds - where data is necessary in order to carry out a contract. This could be where someone joins as a member or attends a course and it is necessary to collect and process data in order to administer the membership or certificate the course. Legal Requirement - this could be to do with safeguarding or other legal necessity Vital Interests - this could be collecting relevant medical data to look after the health and wellbeing of participants at an event Public Interest - where processing of data is considered to be in the public interest Legitimate Interest - where an organisation can demonstrate the need to process data e.g. the outcome of a course or assessment Consent - where consent is required for e.g. collecting data, consent must be given explicitly by the individual. There cannot be any pre-ticked boxes that we might have seen in the past. <p>The Privacy Statement details how we will use your Data (or that of your Child).</p>		<p>British Canoeing Awarding Body, British Canoeing, Scottish Canoe Association, Canoe Association of Northern Ireland and Canoe Wales take your privacy seriously. We will only use your data to administer your training or qualification.</p> <p>How your information will be used: When you become a member, or renew your membership with your Home Nation, you agree to the use of your personal data for administering your membership and for your Home Nation contacting you with notices relevant to your membership and/or qualification. It is an expectation of Employers, Government Agencies and members of the public that Delivery Centres should retain a permanent core record of candidate name, the training and qualifications taken and their outcomes. This allows the Delivery Centre to support the candidates right to lifelong learning and to meet legislative requirements, such as confirming the validity of qualifications.</p> <p>Qualification Processing: We will administer your qualification and training on your or your child's behalf. We will only use personal data relevant for administering the qualification or training with the course provider, the course providers Home Nation and the Awarding Body.</p> <ul style="list-style-type: none"> • British Canoeing: National Water Sports Centre, Adbolton Lane, Holme Pierrepont, Nottingham, NG12 2LU coaching@britishcanoeing.org.uk • Canoe Wales: Canolfan Tryweryn, Frongoch, Bala, Gwynedd, LL23 7NU admin@canoewales.com • Canoe Association of Northern Ireland: Unit 2 Rivers Edge, 13-15 Ravenhill Road, Belfast, BT6 8DN office@cani.org.uk • Scottish Canoe Association: Caledonia House, 1 Redheughs Rigg, Edinburgh, EH12 9DQ office@canoescotland.org <p>Sharing with British Canoeing Awarding Body: For Coaching Qualifications we will share your details with British Canoeing Awarding Body to process your qualification and claim certification.</p> <p>If you have any questions about the continuing privacy of your personal data when it is shared with British Canoeing Awarding Body, please contact your Home Nation Coaching Department.</p> <p>Communications: Occasionally we may want to send you communications not associated with your qualification or training. If you wish to receive communications, please log in to your member account and review the communication options. For more information on how we process your information please read our full privacy notice on your Home Nation Website</p>	

Group course schedule is available from Home Nation Association where multiple candidates are to be certificated