

## **CURUFC – Our Data Protection Values**

### **We are proud of our alumni and friends and want to stay in touch.**

CURUFC and The University (Cambridge University Development & Alumni Relations - CUDAR) have a shared interest in and co-ordinated approach to their alumni and supporters. This statement explains how CURUFC handles and uses data it collects about its alumni, its friends, and its current and future supporters. The University has its own database and access to CURUFC's database, and both institutions also maintain other electronic and paper records. The University has their own data protection procedures. CURUFC keeps in touch with all CURUFC alumni and supporters, provides information on social opportunities to them and nurtures relationships with potential and existing donors.

### **Transparency**

The records are used by CURUFC for alumni relations and fundraising purposes. These include publications, alumni surveys, appeals/campaigns and the marketing of alumni events. Communications may be sent by post, telephone or electronic means. Most records contain information on education, contact details, the constituents' career and other achievements. Contact and relationships with CURUFC since graduation and donations are also recorded. In some cases other data is added, such as data from external partners (see below); sensitive data you provide for a specific purpose (disability or lifestyle status for event management or updating of personal history for example); information about your family and other relationships; financial data; and information about your areas of interest and potential to support CURUFC and The University. We also use data from reputable public sources.

### **Security and controlled data sharing with partners**

All information is held and transmitted securely and (in addition to disclosure as permitted or required by law) may be shared on a considered and confidential basis only with:

- CURUFC trading as Cambridge University Rugby Union Football Club
- CURUFC associated subsidiaries (CURUFC Trading & CURUFC Sports & Social Club)
- CURUFC volunteers/captains
- VMCL (Varsity Match Company Limited)
- CUDAR (Cambridge University Development and Alumni Relations)
- Colleges
- University clubs and societies
- Alumni societies and volunteers
- Cambridge in America (the University's affiliate office in the US)
- Associated bodies for example various Cambridge scholarship trusts, and wholly owned companies such as Cambridge Enterprise Ltd
- Selected companies who provide University-branded alumni programmes (merchandise, travel etc)
- The University and CURUFC also facilitates communication between individual alumni, but in doing so does not release personal contact details without prior permission.

### **Control**

You are in control. If you have any queries, wish to restrict data processing or sharing including use for marketing or do not want to be contacted by CURUFC, please inform us (minimal information is always retained to make sure you are not contacted again inadvertently: name, year of Blue, college, matriculation and graduation details and date of birth.) Otherwise we will maintain your record in support of your life-long relationship with CURUFC. You will also need to contact CUDAR and your college separately if you wish to restrict data processing, sharing, marketing or contact. We will publish any changes we make to this data protection statement and notify you where appropriate.

### **Data Protection legislation requires us to check your preferences about marketing by electronic mail (e.g. – email and sms messages)**

Please tick here if you do **NOT** wish to receive unsolicited e-communications about:

- Events
- Fundraising Campaigns
- Alumni Groups

If you leave a box blank, until informed otherwise, we will assume you are happy to receive such material electronically. As most of our communications will be electronic mail, if you tick a box, you might not receive any notification of the excluded activity at all. Please note that electronic updates about CURUFC may still contain references to alumni groups, upcoming events and fundraising.

### **Contact**

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