



Blue Light Sports Foundation CIO
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DATA PROTECTION

Dated 16th April 2026

Blue Light Sports Foundation takes Data Protection extremely seriously. We are trusted by members of the public, emergency services and armed forces personnel to protect their data.

Blue Light Sports Foundation never shares any personal information without seeking the written consent of the person involved.

We are guided by the Data Protection Act 2018 and the General Data Protection Regulation (GDPR).

Data Protection Principles

Blue Light Sports Foundation uses personal data following strict rules called 'data protection principles' and make sure that the information is

- Used fairly, lawfully and transparently
- Used for specified, explicit purposes
- Used in a way that is adequate, relevant and limited to only what is necessary
- Accurate and, where necessary, kept up to date
- Kept for no longer than is necessary
- Handled in a way that ensures appropriate security, including protection against unlawful or unauthorised processing, access, loss, destruction or damage

There is stronger legal protection for more sensitive information, such as

- Race
- Ethnic background
- Political opinions
- Religious beliefs
- Trade union membership
- Genetics
- Biometrics (where used for identification)
- Health
- Sex life or orientation

There are separate safeguards for personal data relating to criminal convictions and offences

Personal data an employer can keep about an employee

Blue Light Sports Foundation keeps all employees' personal data safe, secure and up to date. We can keep the following data about our employees without their permission:

- Name
- Address
- Date of birth
- Sex

- Education and qualifications
- Work experience
- National Insurance number
- Tax code
- Emergency contact details
- Employment history with the organisation
- Employment terms and conditions (e.g. pay, hours of work, holidays, benefits, absence)
- Any accidents connected with work
- Any training taken
- Any disciplinary action

Employers need their employees' permission to keep certain types of 'sensitive' data, including

- Race and ethnicity
- Religion
- Political membership or opinions
- Trade union membership
- Genetics
- Biometrics, for example if your fingerprints are used for identification
- Health and medical conditions
- Sexual history or orientation

What Blue Light Sports Foundation will tell an employee

An employee has a right to be told

- What records are kept and how they're used
- The confidentiality of the records
- How these records can help with their training and development at work

If an employee asks to find out what data is kept on them, Blue Light Sports Foundation will have 30 days to provide a copy of the information.

Your Rights

Under the Data Protection Act 2018, you have the right to find out what information the government and other organisations store about you. These include the right to;

- Be informed about how your data is being used
- Access personal data
- have incorrect data updated
- Have data erased
- Stop or restrict the processing of your data
- Data portability (allowing you to get and reuse your data for different services)
- Object to how your data is processed in certain circumstances

You also have rights when an organisation is using your personal data for

- Automated decision-making processes (without human involvement)
- Profiling, for example to predict your behaviour or interests

Finding out what data Blue Light Sports Foundation has about you

Write to Blue Light Sports Foundation and ask for a copy of the information we hold about you. You can do this by completing the form at the bottom of this page which will be sent to the Data Protection Officer (DPO).

Blue Light Sports Foundation will provide a copy of the data we hold about you within 1 month of receiving your request.

If Blue Light Sports Foundation is unable to meet the request in 1 month, we are permitted to take a further 2 months to provide the data, in these cases we will tell you;

- Within 1 month of your request
- Why there is a delay in providing the report

When can Blue Light Sports Foundation withhold information?

There are some situations where Blue Light Sports Foundation may be allowed to withhold information, for example if the information is about;

- The prevention, detection or investigation of a crime
- National security or the Armed Forces
- The assessment or collection of tax
- Judicial ministerial appointments

Blue Light Sports Foundation does not have to disclose why we are withholding information

For more information, click on this link to view the Data Protection Act 2018 at www.Legislation.gov.uk

[Data Protection Act 2018](#)

Making a Complaint

If you think your data has been misused or that Blue Light Sports Foundation has not kept it secure, you should contact us using the form below.

If you are not happy with our response, you can make a complaint to the Information Commissioner's Office (ICO) or get advice from them.

ICO
Telephone: 0303 123 1113
Textphone: 01625 545860
Monday to Friday, 9am to 4:30pm

Information Commissioner's Office
Wycliffe House Water Lane
Wilmslow
Cheshire
SK9 5AF

The ICO can investigate your claim and act against anyone who's misused personal data.

Signed



Gary Callier
Founder and Operations Manager