

substance.

Chances Programme

Privacy Notice

About the programme

The Chances Programme is a national sport and activity programme for helping young people achieve positive outcomes including improving physical literacy, improving attendance at school, re-engaging back into Education, Employment or Training and/ or reducing offending and reoffending. The programme, which is made up of 16 local projects delivered across England, is managed by [Substance](#) (who specialise in sport, physical activity and outdoor recreation research and technology), and funded by Big Issue Invest, Sport England and by Local Authorities. The 16 projects are delivered by a variety of organisations including youth organisations, football club charities and community sports groups.

About Substance

Substance is a social research and technology company specialist in working with the physical activity, sport and sport for development sectors. Our work uses evidence-based, insight-led approaches to support progressive social change. We work with international agencies, national and local governments, large national charities and programmes, sport clubs and community and voluntary sector organisations to help them demonstrate impact, better understand their work and ultimately improve their delivery for service users.

Why do we need to collect data?

In relation to the Chances Programme, Substance will only collect personal data for the following specified purposes:

- to manage the Programme and report progress back to the funders
- to research the Programme and understand the impact it is having on participants.
- to monitor that the Programme is reaching the young people it is intended for.

Substance specialises in research, data management and impact reporting systems so we understand the importance of protecting your data and complying with Data Protection Legislation. This Privacy Notice will be updated on a regular basis. It can be accessed via the company website at any time www.substance.net.

What data do we collect?

We use the term personal data to describe any information that could be used to identify you. The below types of data will be collected by Substance, delivery partners and local authorities at various points of the Chances programme:

- Name
- Address and postcode
- Date of birth
- Gender
- Ethnicity
- School/ Education/ Employment data
- Your interests, views, and opinions

How do we collect your data?

Data will be collected by the three main parties (Substance, the Delivery Partner and the Local Authority) involved in each local Chances project at different points of the project for different purposes. Each of the parties will get your consent to collect and use your data for their specified purpose. Substance may collect personal data directly from you, your parent or carer or an organisation who works directly with you. This data might be collected via a survey which you complete online or on paper, through interviews with you or observations of you at sessions.

How will we use your data

Substance will only use anonymised data in our reports to funders unless specific individual consent has been agreed. We collect this data on the legal basis that it is necessary for the pursuit of the research purpose. All data that we hold will be kept safe and secure and never sold to other organisations.

How do we store your data and for how long?

The data will be stored on our internal company servers, which are highly secure. Delivery Partners and Local Authorities will also collect data and store this on our online impact measurement tool, [Views](#). We only store data for as long as necessary or considered reasonable for the purpose of reporting, after which it is deleted. For the Chances Programme your information will be held until the end of the Programme (December 2024) or until such a time that you tell us that you no longer want us to hold your information.

Information on your rights

Under data protection law, you have certain rights over your information. Under certain circumstances, by law you have the right to:

- **Request access to your personal information (commonly known as a "data subject access request").** This enables you to receive a copy of the personal information we hold about you and to check that we are lawfully processing it.
- **Request correction of the personal information that we hold about you.** This enables you to have any incomplete or inaccurate information we hold about you corrected.
- **Request erasure of your personal information.** This enables you to ask us to delete or remove personal information where there is no good reason for us continuing to process it. You also have the right to ask us to delete or remove your personal information where you have exercised your right to object to processing (see below).

- **Object to processing of your personal information** where we are relying on a legitimate interest (or those of a third-party) and there is something about your situation which makes you want to object to processing on this ground.
- **Request the restriction of processing of your personal information.** This enables you to ask us to suspend the processing of personal information about you, for example if you want us to establish its accuracy or the reason for processing it.
- **Request the transfer of your personal information to another party; and**
- **Withdraw your consent for us to use your personal information at any time.**

If you would like to exercise any of the rights mentioned above, please contact our Data Protection Officer, Lauren Ford at lauren.ford@substance.net.

Although we hope that you would never feel that you had to, you do have the right to lodge a complaint with the UK supervisory authority for data protection issues, the Information Commissioner's Office – www.ico.org.uk

[End]

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