**Privacy Notice**

We would like to be able to contact you in the future in relation to this project; please choose from the following options:

* I would like to keep receiving emails with information about the project SEAMS - Sustainability in Education and Agriculture Using Mixtures: YES[ ]   NO[ ]
* I would like to be kept informed about and receive invitations to events/activities related to the project SEAMS - Sustainability in Education and Agriculture Using Mixtures: YES[ ]   NO[ ]
* I agree to be contacted in the future in relation to the above project by:

Email [ ]  Post [ ]  Phone [ ]

We would like to be able to share your personal data with our partners from the project SEAMS - Sustainability in Education and Agriculture Using Mixtures in case they would be interested in contacting you in the context of their activities in the above project. Please choose from the following options:

* I agree for the James Hutton Institute to share my personal data (name/email address/phone number/postal address) with other partners from the project SEAMS - Sustainability in Education and Agriculture Using Mixtures: YES[ ]   NO[ ]

**How we will store and use your personal data**

The James Hutton Institute’s (“Hutton”, “us” or “we”) and its project partners (see Annex A) will use your personal data for the purposes of providing you with informative material about the project SEAMS - Sustainability in Education and Agriculture Using Mixtures, sending you communications about events/activities and inviting you to attend events in relation to this project (the “Purpose”). Our legal basis for this is that it is necessary for our legitimate interest of promoting communication about our project to the public and attracting the attention of people potentially having a particular interest in being informed about or being involved in this project. You may contact us at SEAMS@hutton.co.uk at any time to notify us that you do not wish to be contacted. We are committed to protecting your personal data and adhere to the General Data Protection Regulation (GDPR), when processing your personal data.

“**Personal Data**”: means any information relating to an identified or identifiable natural person who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.

We will process the following types of personal data about you for the Purpose:

* Name
* Email address (if provided)
* Phone Number (if provided)
* Postal address (if provided)

We are the Data Controller over your personal data. We will only contact you by e-mail, post and/or phone. You have the option to unsubscribe to the communications you receive from us at any time, at which point we will cease to contact you. We will only share your personal data with the other partners of the SEAMS - Sustainability in Education and Agriculture Using Mixtures project (please see list of project partners in Annex A) and if required by law. We shall only retain it for as long as is necessary to fulfil our project purposes as described in the above paragraph. We will store your personal data securely in password protected systems of the James Hutton Institute and only authorised members of staff actively involved in this project will have access to this data. Your data will not be transferred outside the European Economic Area.

You can request access to your personal data and/or in certain circumstances ask us to: (i) access your personal data; (ii) rectify inaccurate personal data; (iii) erase your personal data from our records; (iv) restrict our processing; (v) object to our processing; (v) transfer your personal data that you give us to you or a third party; and (vi) withdraw your consent. To exercise these rights please contact SEAMS@hutton.ac.uk.  You can also complain about our handling of your personal data to the Information Commissioner’s Office. Information about how you can make a complaint to the ICO’s Office can be found at: ico.org.uk/make-a-complaint/. For further detail about your rights to your personal data and how we process it please see our privacy notice at [www.hutton.ac.uk/terms.](http://www.hutton.ac.uk/terms)

**ANNEX A**

**LIST OF PARTNERS COLLABORATING IN THE PROJECT SEAMS - Sustainability in Education and Agriculture Using Mixtures:**

1. The James Hutton Institute

2. LEAF – Linking Environment and Farming

3. RHET – The Royal Highland Education Trust

4. Buglife Scotland

5. Scottish Agronomy

6. The Soil Association Scotland

7. Scottish Natural Heritage

8. The Game and Wildlife Conservation Trust

9. NFU Scotland