

## Privacy Policy

### USER INFORMATION

Runnymede College, S.A., informs you that, in accordance with the provisions of the General Regulation (EU) 2016/679, data protection (RGPD) and in the L.O. 3/2018, of data protection and guarantee of digital rights (LOPDGDD), we will process your data as reflected in this Privacy Policy.

In this Privacy Policy we describe how we collect your personal data and why we collect it, what we do with it, with whom we share it, how we protect it and your options regarding the treatment of your personal data.

This Policy applies to the processing of your personal data collected by the company for the provision of its services. If you complete any of our forms you must first accept the terms of this Policy and we will keep a record of that acceptance.

#### 1. DATA CONTROLLER CONTACT DATA

The person responsible for processing the data collected on this website is:

- Company name: Runnymede College, S.A.
- Trade name: Runnymede College Model United Nations 2025 (RCMUN)
  - Tax number: A78000650
- Address: Calle Salvia, 30 , 28109, Madrid, Spain
  - Phone: 916 50 83 02
- e-mail: mun@runnymede-college.com
- DPO e-mail: dpo@runnymede-college.com

#### 2. PURPOSE, LEGITIMACY AND CONSERVATION

We collect and process your personal data through the forms on our website:

##### Join RCMUN 2025

- Purpose: To manage your participation in the 'Runnymede College Model United Nations 2025' (RCMUN) conference.
- Legitimation: The processing is based on the contractual relationship.
- Retention: Personal data will be stored for the duration of the RCMUN and after the end of the RCMUN for the legally stipulated periods.

#### 3. TYPES OF DATA COLLECTED

The types of data requested are:

- Identification and contact data.
  - Academic data.
- Health data relating to food allergies/intolerances or accessibility needs to be taken into account during the event.

It is the responsibility of each user to provide data that is true, accurate, complete and up to date and they alone shall be liable for any damage or harm, direct or indirect, that may be caused as a result of failure to comply with this obligation.

The user guarantees that the data provided are true, exact, complete and up to date, and shall be liable for any direct or indirect damage or harm that may be caused as a consequence of non-compliance with this obligation. In the event that the user provides data of third parties, he/she declares that he/she has their consent and undertakes to pass on to them the information contained in this clause, exempting Runnymede College, S.A. from any liability in this regard. However, Runnymede College, S.A. may carry out checks to verify this fact, adopting the appropriate due diligence measures, in accordance with data protection regulations.

#### **4. RECIPIENTS OF THE DATA**

All personal data provided by the user may be communicated to:

- Public Administrations, in the cases provided for by law, based on compliance with a legal obligation.
- Courts and Tribunals, in the cases provided for by law, based on compliance with a legal obligation.
- Banks and financial institutions for the collection of the services offered.

In addition, Runnymede College, S.A. will have the collaboration of third parties, service providers, who may have access to your personal data, who will process, on behalf of Runnymede College, S.A., user data, for the provision of the contracted services.

To this end, Runnymede College, S.A. follows rigorous procedures for selecting suppliers in order to comply with its data protection obligations, including the signing of the corresponding data processing contract in accordance with art. 28 of the RGPD.

Specifically, Runnymede College, S.A. will rely on the provision of services by third party suppliers who carry out their activity, by way of example and without limitation, in the following sectors of activity: legal advice and technological and computer services.

#### **5. USER RESPONSIBILITY**

The user guarantees that he/she is over fourteen (14) years of age and that the data he/she provides to Runnymede College, S.A. are true, accurate, complete and up to date. To this end, the user is responsible for the veracity of all the data he/she provides and shall keep the information provided suitably updated, so that it corresponds to his/her real situation.

Likewise, he/she guarantees that he/she has informed the third parties from whom he/she provides his/her data, if he/she does so, of the aspects contained in this document. He also guarantees that he has obtained their authorisation to provide their data to Runnymede College, S.A. for the aforementioned purposes.

In any case, the User shall be liable for any false or inaccurate information provided through the website, and for any damages, direct or indirect, that this may cause to Runnymede College, S.A. or to third parties.

## **6. EXERCISE OF RIGHTS**

As the owner of the data, the user may send a letter to Runnymede College, S.A., at the address indicated in the heading of this Privacy Policy, or by e-mail to the address: [dpo@runnymede-college.com](mailto:dpo@runnymede-college.com) at any time and free of charge, to exercise the following rights:

### a) Right of Access:

You will have the right to be informed by Runnymede College, S.A. as to whether or not it is processing your personal data and, if so, to be able to access such data and receive information on the purposes for which they are processed, the categories of data affected by the processing, the recipients to whom your personal data were communicated and the expected period for which the data will be kept, among other information.

### b) Right of Deletion and Opposition:

You have the right to request the erasure of personal data provided that the legal requirements are met or to object to the processing at any time, on grounds relating to your particular situation, in case the processing is based on our legitimate interest.

### c) Right of rectification:

You will have the right to request the rectification of inaccurate data concerning you when, among other reasons, they are no longer necessary for the purposes for which they were collected.

### d) Restriction of processing and withdrawal of consent:

In certain circumstances (e.g. in case the applicant contests the accuracy of his or her data, while the accuracy of the data is being verified), you may request that the processing of your personal data be restricted and processed only for the exercise or defence of claims.

You also have the right to withdraw your consent at any time.

### e) Portability of your data:

You will have the right to receive the personal data you have provided to Runnymede College, S.A. in a structured, common and machine-readable format, and to be able to transmit them to another data controller without being prevented from doing so by the controller to whom you have provided them, in the cases legally provided for this purpose.

### f) Automated individual decisions:

Likewise, in addition to the aforementioned rights, in the event that automated decisions are taken, including profiling, you will have the right to obtain human intervention by Runnymede College, S.A. and to express your point of view and challenge the decision.

### g) Others:

No international transfers are made, but in the event that personal data is transferred to a third country or an international organisation, you will have the right to be informed about how you can access or obtain a copy of the appropriate safeguards relating to the transfer.

Finally, we inform you that you may lodge a complaint regarding the protection of your personal data with the Spanish Data Protection Agency ([www.aepd.es](http://www.aepd.es)), when the interested party considers that Runnymede College, S.A. has infringed the rights that are recognised by the applicable data protection regulations.

The period to exercise your right, as a data subject, will be one month from receipt of the request, which may be extended for a further two months in cases of complexity or number of requests received.

## **7. SECURITY MEASURES**

Runnymede College, S.A. will treat the User's data at all times in the strictest confidence and will maintain the mandatory duty of secrecy with respect to them, in accordance with the provisions of the applicable regulations, adopting the necessary technical and organisational measures to guarantee the security of your data and prevent their alteration, loss, unauthorised processing or access, taking into account the state of the technology, the nature of the data stored and the risks to which they are exposed.

## **8. ACCEPTANCE AND CONSENT**

The User declares that he/she has been informed of the conditions on personal data protection, accepting the content of this Privacy Policy.

## **9. OBLIGATORY NATURE OF PROVIDING DATA**

The data requested on the forms are, in general, obligatory (unless otherwise specified in the required field) in order to comply with the purposes for which they are being collected.

Therefore, if you do not provide them or do not provide them correctly, your requests cannot be dealt with, without prejudice to the fact that you may freely view certain contents of our website.

## **10. UPDATING THE PRIVACY POLICY**

We strive to continually improve our services, processes and the protection of the rights of data subjects and therefore reserve the right to revise this privacy policy at any time we deem appropriate, in which case it will be communicated to users. Please check back regularly to read the latest version of the Privacy Policy.

Last updated 2025/05/16