

LIFELANGS LOGO CONTEST 2025 PRIVACY NOTICE

A note for younger entrants

We need to collect some information about you — like your name, age, and artwork — so we can run the contest. We'll always ask your parent or guardian first. We'll only use your information to run the contest and send certificates or prizes. If you win, we might want to share the good news — but we'll ask your parent or guardian before we do. You can always ask us what we know about you or ask us to delete it. Please don't email us directly – ask your parent or guardian to email us your entry on your behalf

Who are we?

We are the LIFELANGS Project, a research consortium based jointly in the School of Linguistic, Speech and Communication Sciences at Trinity College Dublin and at the School of Social Sciences, Education and Social Work at Queen's University Belfast ('we', 'us'). This notice sets out how LIFELANGS will use any personal data the entrant ('you') provides for the purposes of the LIFELANGS Logo Contest.

LIFELANGS is committed to protecting the personal data provided by applicants and takes the security of this information very seriously. As the Logo Contest is open to individuals under the age of 18, we ensure that all personal data is processed in accordance with applicable child data protection laws, including obtaining consent from a parent or guardian as required. In line with data protection law, we require parental/guardian consent for participants under the age of 16 in the Republic of Ireland, and under the age of 13 in Northern Ireland.

If you have any concerns or would like to contact us about any aspect of this policy, please get in touch through the contact details at the bottom of this policy.

You have the right to make a complaint at any time to the Data Protection Commission, whose details can be found at www.dataprotection.ie (Republic of Ireland) or the Information Commissioner's Office at www.ico.org.uk (Northern Ireland).

The information we collect about you and its sources

We will collect personal data about you, when you enter the LIFELANGS Logo Contest or if you contact us about the contest. We collect the following types of information:

- Applicant Name
- Age of applicant
- County of residence of the applicant
- Email address of Parent/Guardian

How we use your personal data

LIFELANGS will use your data for the following purposes and the legal bases we rely on to do so are:

Purpose of processing

- To enter you into and assess your entry for the LIFELANGS Logo Contest
- To advise you about the progress of your entry
- To deal with your enquiries and requests regarding the Contest

- To correspond with you about the Contest, including notifying if you are a winner or runner-up and making this public, including obtaining consent from your Parent/Guardian to do so, and sending certificates of participation to all entrants

Category of Personal Data

- Applicant's personal details (name, age, county of resident)
- Parent/Guardian's contact details
- Images as submitted by the entrant

Legal basis for processing

- Consent

Purpose of processing

- If you are a winner or runner-up, to announce news of the outcome.

Category of Personal Data

If you are a winner or runner up, and only with the consent of Parent/Guardian, we will request:

- Your Personal Details, including to confirm your age as under 18
- Your Photograph, image or voice (optional). We will not publish any photo, image, or recording of a participant without the explicit written consent of their parent or guardian.
- Your Address, to send the Logo Contest Prizes (winners) and certificates of honourable mention (runners up)

Legal basis for processing

- Consent
- Storage for record-keeping purposes or to have a record of consent for legal purposes
- Legal basis for processing
- To show compliance with legal obligations under the data protection law

Change of purpose

We will only use your data for the purposes for which we collected it unless we reasonably consider that we need to use it for another reason, and that reason is compatible with the original purpose. If you wish to get an explanation as to how the processing for the new purpose is compatible with the original purpose, please contact us.

If we need to use your personal data for an unrelated purpose, we will notify you, and we will explain the legal basis which allows us to do so.

Please note that we may process your personal data without your knowledge or consent in compliance with the above rules where this is required or permitted by law.

Who may we share your personal data with?

- Where appropriate, we may disclose your personal data to:
Individuals on the judging panel for the LIFELANGS Logo Contest.
- The general public for the purposes of announcing the winner and runners up

- Organisations who help run and administer the project, such as designers and printers for creation of the final logo
- University communications offices at TCD and QUB
- Social media channels to promote the contest
- Relevant government bodies such as the Department of Further and Higher Education

We require all third parties to respect the security of your personal data and to treat it in accordance with the law. We do not allow our third-party service providers to use your personal data for their own purposes and only permit them to process your personal data for specified purposes and in accordance with our instructions.

In exceptional circumstances, regulators and law enforcement agencies may also request your information from us, and we will provide them with your information only when there is a legal basis to do so.

Data security

We have put in place appropriate security measures to prevent your personal data from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed. In addition, we limit access to your personal data to those employees, agents, contractors and other third parties who have a business need to know. They will only process your personal data on our instructions, and they are subject to a duty of confidentiality.

We have put in place procedures to deal with any suspected personal data breach and will notify you and any applicable regulator of a breach where we are legally required to do so.

How long will we store your personal data?

Applicant personal data will be retained for 3 months from the date of the award outcome for the Logo Contest.

In the case of the winners and runners-up, personal data will be retained for 6 months from the date of the awards outcome for the Logo Contest. This is to allow for project documentation, communication of results, and possible promotional or dissemination activities related to the contest outcome.

All applications are received via Titan's encrypted email services and its privacy policy may be [viewed here](#). Entries and personal data will be stored securely on a Microsoft's password-protected OneDrive with two factor authentication.

Your rights

You have the right to know what personal data we hold about you and to be provided with a copy, and to have any inaccurate information corrected.

You may also have the right to object to or restrict some of the processing we have described above. You may also exercise the right to data portability and erasure of personal data. You may also withdraw any consent you have given us, but this will not affect the lawfulness of any processing carried out before you withdrew your consent.

If you have any questions about this or would like to exercise your rights, please contact us at the details below

Contact us

If you have any questions about this policy or about how we process your personal data, or if you wish to complain, please contact us

by email at info@lifelang.com

or in writing at:

LIFELANGS Project (RoI applicants)
c/o Lorna Carson, Room 4091, CLCS
Level 4, Arts Building
Trinity College Dublin
Ireland

or

LIFELANGS Project (NI applicants)
c/o Aisling O'Boyle, Room 01.014
18-20 College Green, Block 20
Queen's University Belfast
N. Ireland