



Privacy Notice

This Privacy Notice, which is a requirement of legislation (the General Data Protection Regulations GDPR) and then the Data Protection Act 2018), explains how we, the Administrators of the Club as data controllers, use the data we collect about you. We do not have an appointed Data Protection Officer. This notice has been issued by the Administrators of the Club.

Purpose of Processing and the Legal Basis for Processing

As Administrators of the club our fundamental responsibility is to administer the club for the benefit of developing its members. Types of personal data that we collect and use for this purpose include: Name, Gender, Address, Date of Birth, Telephone Number, Email Address, qualification details for coaches and referees and Criminal record Bureau (DBS) registration number and expiry date, where applicable and health information.

Why we need your personal data

The reason we need your data is to be able to administer your membership and provide the membership services you are signing up to when you register with the club. Our lawful basis for processing your personal data is that we have a contractual obligation to you as a member to provide the services you are registering for.

The data that we collect in relation to you will be used to allow you to:

- Register with the Club – (www.membermojo.co.uk) are our Data Processor. They process our data in accordance with their Privacy Policy (<https://membermojo.co.uk/mm/privacy>) and related terms and conditions.
- Remain a member of the Club

and allow us to:

- Determine which membership category applies to you
- Communicate with you about club information

Health

The safety of club members is of prime concern to us. Given the nature of our sport, it is essential that club coaches and committee members are aware of any health issues that could impact your safety. The club therefore requires each member to provide us with detail relating to any health issues, that in your judgement you feel the club should be made aware of. In addition, we ask that you provide detail of any medication that might be required in relation to the health issue.

Under the data protection act we require your explicit consent to hold such information, so any such medical information you provide to us should be written and signed by you or parent/guardian and given either to the Head Coach or Club Secretary, so that we can review with you and agree who

additionally, if any, would need to have access to this information to ensure your safety and wellbeing. This information will be held by us in both hardcopy and electronic form.

Children aged 13 and over are able to provide their consent for the collection of data, however Soham Rink Hockey Club feel that this age is too low and have decided that it would be better to obtain parental consent for the collection of data for anyone below 16 years of age.

We do not use your personal data for any statistical analysis in order to facilitate the sale of any services or goods to you. Membership data is restricted to only those with a legitimate need to access it.

Do we share your data?

At present we may share your personal data with:-

Affiliation, Training and competition entry

- The National Rink Hockey Association – we also register you with the NRHA via the Wild Apricot portal for participation in National Competitions.
- The Eastern Counties Rink Hockey Association – we register you with the ECRHA for participation in regional competitions
- Other competition providers, both National and International for entry into events
- With club coaches or officials to administer training sessions and enter events

Funding and reporting purposes

- Anonymised data shared with a funding partner as condition of grant funding e.g. Local Authority
- Anonymised data analysed to monitor club trends

Membership and club management

- Processing of membership forms and payments
- Share data with committee members to provide information about club activities,
- Membership renewals or invitation to social events
- Publishing of tournament and competition results
- Website management

The club has the following social media pages: Facebook and Twitter. All members are free to join these pages. If you join one of the Social Media pages, please note that provider of the social media platform(s) have their own privacy policies and that the club do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data on the club social media pages.

Data Retention

As long as you remain a member of the Club, we will retain the information necessary to allow us to fulfil our legitimate interests and manage the administration and running of the Club. We may continue to retain data after a member has left the Club for the period of the remainder of the registration year.

Your Rights

As an individual on whom we hold personal data, you have rights in relation to that data and this Privacy Notice informs and confirms to you those rights. You have, as a data subject, the right:-

- To access any data that we hold for you.
- To amend your personal data if it is inaccurate or not complete. Our data processor membermojo allows members to check and correct the personal data we hold about them.
- To have your data deleted if there is no legitimate reason for its continued storage or processing.
- To object to your data being processed and restrict the processing of your data in certain circumstances.
- To make a complaint about the processing of your data and the Club as data controllers to the Information Commissioner's Office and contact details are at the end of this Notice.

If you have given your consent to the use of your personal data, you can withdraw this at any time.

Please be aware that if you exercise your rights, particularly to restrict or delete data, then the club may not be able to fulfil its obligations

Contacts

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