



Privacy Notice

Laverstock & Ford Sports Club takes the protection of the data we hold about you as a member / sports player seriously and are committed to respecting your privacy. This notice is to explain how we may use personal information we collect and how we comply with the law on data protection, what your rights are.

NAMES OF DATA CONTROLLER	Laverstock & Ford Sports Club Club Secretary
CATEGORIES OF PERSONAL DATA WE COLLECT	<ul style="list-style-type: none">• Name• Date of birth• Contact details• Medical/specific requirements information• Disability information• Emergency contact details• Sporting experience information• Video/Photography agreement• Participation agreement
OUR SOURCES OF THE PERSONAL DATA	We obtain personal data from: <ul style="list-style-type: none">• The individual registering to join the club as a member / player• Club coaches / managers and safeguarding officer• Team Players
AUTOMATED DECISIONS WE MAY TAKE	None
PURPOSES FOR WHICH WE PROCESS PERSONAL DATA	The club will process the personal data for: <ul style="list-style-type: none">• Memberships database• Administering bookings and attendance at sessions• Dealing with medical needs/specific requirements• Supporting the delivery of sports sessions• For training and competition entry• Reporting of participation and any incidents and of figures and trends (including equality and inclusion information)• For quality and improvement monitoring
WHO WE WILL DISCLOSE YOUR PERSONAL DATA TO	<ul style="list-style-type: none">• Leagues• Sporting bodies (ECB / FA etc.)• Coaches / Managers, Safeguarding Officer, Employees and other volunteers for administrating purposes• The County Board/Association that supports the local Club whose programmes you have registered for• Volunteers who work at clubs/venues to support the delivery of sporting sessions

LEGAL BASIS FOR PROCESSING YOUR PERSONAL DATA	<p>The legal basis for the collection and processing of your personal data is:</p> <ul style="list-style-type: none"> • for administration: that it is necessary to fulfil the contract that you are going to enter into or have entered into with us • for dealing with medical needs: that you have given your explicit consent or in your vital interests. • in all other cases: that it is necessary for our legitimate interests which are to build a programme to encourage participation in sport and does not prejudice or harm your rights and freedoms.
YOUR RIGHT TO WITHDRAW CONSENT	<p>Where you have given your consent to any processing of personal data, you have the right to withdraw that consent at any time. If you do, it will not affect the lawfulness of any processing for which we had consent prior to your withdrawing it.</p>
LOCATION OF YOUR PERSONAL DATA	<p>The Club will keep your personal data within the European Economic Area.</p>
HOW LONG WE WILL KEEP YOUR PERSONAL DATA FOR	<p>We will not retain your personal data for longer than is reasonable and necessary for the purposes for which it was collected. We shall retain your personal data for such time as you are registered with us as a member / player.</p> <p>Three years after you cease to be a member of the club or play an active part in our sporting teams, we shall delete your data.</p>
YOUR RIGHTS IN RESPECT OF YOUR PERSONAL DATA	<p>You have the right of access to your personal data and, in some cases, to require us to restrict, erase or rectify it or to object to our processing it, and the right of data portability.</p>
OUR CONTACT DETAILS	<p>Mail. Laverstock & Ford Sports Club 23 Church Road, Laverstock, Salisbury, Wiltshire, SP1 1QX</p> <p>Email. info@laverstockandfordsportsclub.co.uk</p> <p>Phone. 01722 327401</p> <p>Website. www.laverstockandfordsportsclub.co.uk</p>
COMPLAINTS	<p>If you have any concerns or complaints about how we are handling your data please do not hesitate to get in touch with the Club Secretary. You can also contact the Information Commissioner's Office.</p>