

## **Newtown Tennis Club Privacy Notice**

Newtown Tennis Club are committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership, will be stored and processed in a secure and transparent way.

### **What personal data we hold on you**

You may give us information about you by filling in forms for membership, at an event or online, or by corresponding with us by phone, e-mail or otherwise. This includes information you provide when you register with the Club. The information you give us may include your name, date of birth, address, e-mail address, phone number. We may also ask for relevant health information. We will ask for your consent to the holding and processing of this data by the Club when you apply for membership.

### **Why we need your personal data**

The reason we need your data for Newtown Tennis Club is to be able to administer your membership, and provide the membership services you are signing up for when you register with the club. Our lawful basis for processing your personal data is that we will have your positive consent.

Typical reasons we need to process your data include:

#### **For training and competition entry**

- sharing personal data with club coaches or officials to administer training sessions;
- sharing personal data with club team managers to enter events;
- sharing personal data with leagues, club associations and other competition providers for entry in events.

#### **For funding and reporting purposes**

- sharing anonymised data with a funding partner as condition of grant funding e.g. Local Authority;
- sending an annual club survey to improve your experience as a club member

#### **For membership and club management**

- processing of membership forms and payments;
- sharing data with committee members to provide information about club activities,
- Accounting and other management processes;
- membership renewals or invitation to social events;
- club newsletter promoting club activity;
- publishing competition results on social media

Any special category health data we hold in relation to you will only be processed for the purpose(s) of passing health data to coaches to allow the safe running of training sessions or to deal with any healthcare needs which may arise. We will need your explicit consent to process this data, which we will ask for at the point of collecting it, since it will not be covered by the general consent you give when applying for membership.

On occasion we may collect personal data from non-members e.g. such as any non-member participant who fills in a form at a taster event. This information will be stored for 12 weeks after an

event and then destroyed securely. For non-members, we will ask for consent when the application form for the event is completed.

The club has the following social media pages – Facebook, website. All members are free to join these pages, and the Club reserves the right to remove any information that is not GDPR compliant. If you join one of the Social Media pages, please note that provider of the social media platform 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.

### **Who we share your personal data with**

When you become a member of the Club, your data will be stored with Clubspark,

If you have any questions about the continuing privacy of your personal data when it is shared with the British Lawn Tennis Association, their privacy policy is available here:

<https://www.lta.org.uk/about-the-lta/policies-and-rules/privacy-policy/>

The Clubspark privacy policy is available to view here:

<https://clubspark.lta.org.uk/PrivacyPolicy/>

The Club does not supply any personal data it holds for this purpose to any other third party. The Club does not store or transfer your personal data outside of the UK.

### **How long we hold your personal data**

We will hold your personal data on file for as long as you are a member with us. Tennis data is updated every year on annual membership forms. Any personal data we hold on you will be securely destroyed after four years of inactivity on your account. Your data is not processed for any further purposes other than those detailed in this policy.

### **Your rights regarding your personal data**

As a data subject you may have the right at any time to request access to, rectification or erasure of your personal data; to restrict or object to certain kinds of processing of your personal data, including direct marketing; to the portability of your personal data and to complain to the UK's data protection supervisory authority, the Information Commissioner's Office about the processing of your personal data.

As a data subject you are not obliged to share your personal data with the Club. If you choose not to share your personal data with us we may not be able to register or administer your membership.

We reserve the right to update this privacy notice at any time, and we will provide you with a new privacy notice when we make any substantial updates. We may also notify you in other ways from time to time about the processing of your personal information.