

Cheddar Running Club

Privacy Notice

Cheddar Running Club are committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership, **Cheddar Running Club** is the Data Controller and is responsible for storing and otherwise processing that data in a fair, lawful, secure and transparent way.

What personal data we hold on you

You may give us information about you by filling in membership forms or online, or by corresponding with us by phone, e-mail or otherwise. This includes information you provide when you register with the Club or participate in discussion boards on our website, Facebook Page or Twitter feed. The information you give us may include your name, date of birth, address, e-mail address, phone number, name of the EA affiliated Clubs with which you are registered and gender (Athletics Data).

Why we need your personal data

The reason we need your Athletics 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.

Reasons we need to process your data include:

For membership and club management

- processing of membership forms and payments;
- sharing data with committee members to provide information about club activities, membership renewals or invitations to social events;
- Race reports promoting Club activity; and
- Publishing of race and competition results (including any photo's you provide for us to use in line with this) both on our website, social media pages and distribution to the local press.

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 facility providers to manage access to the track or check delivery standards; and
- sharing personal data with leagues, county associations (and county schools' 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 invitations for occasional surveys using Survey Monkey, e.g. to improve your experience as a Club member, or to vote on Club-related matters.

Marketing and communications (where separate consent is provided)

- sending information about promotions and offers from sponsors or about events that may be of interest to Club members;
- sending information about selling Club kit, merchandise or fundraising.

We process this data on the lawful basis of consent. Therefore, we will also need your explicit consent to process this data, which we will ask for at the point of collecting it.

On occasion we may collect personal data from non-members (e.g. such as any non-member participant who applies to run our club race, fills in a health disclaimer or form at a taster event). This information will be stored for 18-months after an event (or before if requested) and then destroyed securely. Our lawful basis for processing data is consent. Therefore, we will also need explicit consent from non-members to process this data, which we will ask for at the point of collecting it.

The Club has the following social media pages: Facebook, Twitter and a Cheddar Running Club group on Strava. 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.

Who we share your personal data with

When you become a member of the Club you can also choose to be registered as a member of England Athletics Limited. If you would like to register as a member of England Athletics Limited, please tick the box on the Cheddar Running Club membership form, and we will provide England Athletics Limited with your Athletics Data which they will use to enable access to the MyAthletics online portal. England Athletics Limited will contact you to invite you to sign into and update your MyAthletics portal. You can set and amend your privacy settings from the MyAthletics portal. If you have any questions about the continuing privacy of your personal data when it is shared with England Athletics Limited, please contact dataprotection@englandathletics.org. If you do not tick the box, then we will not share your data with England Athletics Limited. **Please be aware that if you compete in an event as an affiliated Club member, you will need to be a fully paid up member with England Athletics Limited at that time or risk disqualification.**

The Club does not supply any personal data it holds for this purpose to any other third party. The Club's data processing requires your personal data to be transferred outside of the UK for the purpose of cloud storage with Google Drive. Where the Club does transfer your personal data overseas it is with the appropriate safeguards in place to ensure the security of that personal data.

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; if you do not renew your membership by **30th May** following the previous membership year end, i.e. 31st March, then you will cease to be a member with Cheddar Running Club. Athlete data is updated every year on annual membership forms. Any personal data we hold on you will be securely destroyed after **five years** of inactivity on that member's account, in line with England Athletics Limited's retention policy. Your data is not processed for any further purposes other than those detailed in this policy.

Data Breach

The ICO will be informed of any data breaches within 72-hours of such an event. Examples of personal data breaches include, the loss of a USB stick or the theft of a laptop.

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.**