



Members' Privacy Policy

Introduction

East Down Athletics Club ("EDAC", "we", "our", "us") take the protection of the data that we hold about our members seriously and will do everything possible to ensure that data is collected, stored, processed, maintained, cleansed and retained in accordance with the Data Protection Act (DPA) 1998 up to 24 May 2018 and the General Data Protection Regulation (GDPR) on and from 25 May 2018 (**Data Protection Legislation**).

Please read this privacy policy carefully to see how EDAC will treat the personal information that you provide to us. We will take reasonable care to keep your information secure and to prevent any unauthorised access.

For the purposes of data protection legislation, EDAC is the data controller.

This policy explains how the information we collect about you is used and kept securely. It also explains your privacy choices as well as your right to access your information under Data Protection Legislation.

The information we collect about you

We may collect the following information (Athletics Data) about you when you become a member:

- your name
- email address
- postal address
- date of birth
- gender
- telephone number
- health data

How we use your information

We may use your personal information for several purposes, including:

1. For training and competition entry

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

2. For funding and reporting purposes

- sharing anonymised data with a funding partner as condition of grant funding;
- analysing anonymised data to monitor club trends and improve services.

3. 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 invitation to social events;
- weekly club report promoting club activity;
- publishing of race and competition results

4. Marketing and communications (where separate consent is provided)

- sending information about promotions and offers from sponsors;
- sending information about selling club kit, merchandise or fundraising.

5. Health Information

- Any special category health data we hold on you is only processed for the purpose of passing health data to coaches to allow the safe running of training sessions.

Sharing data

If you become a member we may share your Athletics Data with the following bodies as part of the administration of your involvement in the sport and for purposes of delivering the tasks outlined above:

- Athletics NI
- UK Athletics
- Athletics Ireland

We will share only what is needed for those purposes and, where possible, will anonymise the data before sharing. If we would like to share your information for any other purpose, we will ask for your consent.

Social Media

The club has the following social media pages:

- Facebook - East Down Athletics Club and East Down AC Juniors and East Down AC YouTube Page
- Twitter – East Down Athletics Club

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 platforms 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.

Protecting your information

The data that we collect from you may be transferred to a destination external to EDAC. We will not transfer your data outside of the European Economic Area. Your information will be stored securely at all times.

By submitting your personal data, you agree to this transfer, storing or processing. We will take all reasonable steps to ensure that your data is treated securely and in accordance with this privacy policy.

Third Party Links

Our Website may, from time to time, contain links to and from the websites of other athletics and/or media organisations. If you follow a link to any of these websites, please note that these websites have their own privacy policies and that we do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data to these websites.

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.

Please note that in the case of junior members, consent must be provided by the member's parent/guardian.

Finding out what information EDAC holds about you

Under the Data Protection Legislation, you can ask to see any personal information that we hold about you. Such requests are called data subject access requests. If you would like to make a subject access request, please contact us at membership@eastdownac.co.uk

Marketing messages

If you are currently receiving messages or marketing communications from EDAC and no longer wish to do so, please contact us at membership@eastdownac.co.uk

Right to be forgotten

In certain circumstances you can request us to delete all information we hold which identifies you. You can make this request at any time by emailing membership@eastdownac.co.uk but please note we may be compelled to maintain your information due to specific legislative or regulatory requirements.

Data corrections

You have the right to require us to correct any inaccuracies in your data free. You can also exercise this right at any time by contacting us at membership@eastdownac.co.uk and:

- providing us with enough information to identify you; and
- specifying the information that is incorrect and what it should be replaced with.

Data portability

You have the right to request a copy of your personal data for you to reuse for your own purposes. You can also exercise this right at any time by contacting us at membership@eastdownac.co.uk

Data Retention

We will only retain your information for as long as is necessary. Athletics data will be retained for the duration of your membership and for four years after you have allowed membership to expire. This is the recommended retention period by UK Athletics.

After four years your personal data will be destroyed and anonymised data retained.