

Wirral Archers Privacy Statement

(agreed May 2018)

What this privacy statement covers

This statement has been written to ensure Wirral Archers' compliance with the General Data Protection Regulations.

Wirral Archers is committed to protecting members' personal information. In this statement, references to 'we' or 'us' means Wirral Archers. This statement explains how we collect and use members' personal information.

Wirral Archers gathers certain information from members. That information is shared with Archery GB, county, regional associations and our host grounds.

How we use information members give us.

When joining Wirral Archers we will ask for certain personal information. This information may include name, date of birth, gender, postal address, email address, phone number and any disability. By submitting personal data, members agree to its use in accordance with this statement.

We rely on the legitimate interest basis to use members' personal information. For example, when you apply to become a member of Wirral Archers, we have a legitimate organisational interest to use information to communicate with members and any other reasonable purposes of Wirral Archers, acting always in accordance with the data protection law (as amended from time to time).

When you become a member of or renew your membership with Wirral Archers you will automatically be registered as a member of Archery GB and the relevant County and Region. We will provide Archery GB with your personal data which they will use to enable access to an online portal for you (<https://agb.sport80.com>) which, amongst other things, allows you to set and amend your privacy settings. If you have any questions about the continuing privacy of your personal data when it is shared with Archery GB, please contact gdp@archerygb.org. When initial registration is made, permission will not be given to share with third parties. Members will be expected to register and login to Archery GB's member area and amend any privacy permissions.

We will share members' information with the following selected third parties: Associate bodies such as County, Region and other Clubs in order that they may communicate with members regarding archery events only or to allow the associate bodies to manage the running of the sport in their areas.

When we enter members, on their behalf, into away competitions the following information may be collected and shared with tournament organisers: First Name, Surname, Gender, Bow style, Date of Birth / Age category, Email, Address, Phone number, Club (and ID), County (and ID), Region (and ID), Round (unless defined by age), Disabled (Y/N), Disability info. Scoring systems and results may also be published by tournament organisers.

Photography and video may be taken at club events and these images may be used on our website, social media platforms and promotional / internal documents.

We may disclose personal information to third parties: If we are under a duty to disclose or share personal data in order to comply with any legal obligation, or in order to enforce or apply other agreements; or to protect the rights, property, or safety of Wirral Archers, Our Members, or others.

We may disclose personal information to third parties if we are under a duty to disclose personal data in order to comply with any legal obligation (for example to government bodies and law enforcement agencies).

We don't share information about members with any other third parties.

We also rely on obtaining consent to use personal information. By submitting personal data, members agree to this transfer and processing.

Users under 18

When we collect data about a child or young person aged under 18 we will make it very clear to the parent or guardian as to the reasons for collecting this data and how it will be used.

Keeping your records

We will keep certain personal information of members in order to confirm your identity, when you were a member of Wirral Archers and for how long. We need to do this to comply with the Companies Act 2006, which requires us to keep a register of members (in the event of a claim against Wirral Archers).

Where we may store your information

The data that we collect from members will be stored by Wirral Archers' secretary and other relevant officers

By submitting your personal data, members agree to this storage.

Wirral Archers will take all steps reasonably necessary to ensure that members' data is treated securely and in accordance with this statement.

Where we have password protected areas of websites, members are responsible for keeping passwords confidential. We ask members not to share a password with anyone.

Members' rights

Members have the right to:

Have any inaccuracies in data corrected. If details we hold change or need amending, please contact the club secretary via telephone, email or by letter.

Request that we delete personal data.

Members' have a right to request a copy of the personal information held about them. Please address requests to the club secretary and a response will be given within one month, of receipt of a written request.

Changes to this statement and the way we treat personal information

We may update the terms of this privacy statement at any time, members will be notified of updates.

We will notify members about significant changes in the way we treat personal information by sending a notice to the primary email addresses we hold for members and/or by placing a prominent notice on our Website or Facebook page.

Enquiries and Complaints

The club secretary is the first point of contact regarding any enquires arising from this Privacy Statement. Where possible, please raise all enquires in writing or by email.

If members are unhappy with something that we have done or failed to do, they should inform us in writing. Wirral Archers will acknowledge receipt of all complaints and will investigate the complaint in accordance with our complaints policy

All complaints should be sent to the club secretary