



The Romsey Archers

Privacy Policy

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| Re-issue of versioned policy | Final 1.0 | 19 April 2018 |

What this privacy notices covers.

Romsey Archers is committed to protecting your personal information. In this notice, references to 'we' or 'us' means Romsey Archers. This notice explains how we collect and use the personal information about you.

Who we are.

Romsey Archers is an archery club affiliated to the Grand National Archery Society. The Grand National Archery Society is a private company limited by guarantee without share capital and its registered company number is 01342150. Archery GB is a trading name for the Grand National Archery Society.

Romsey Archers is a data controller under the data protection rules and our Data Protection Officer is the club secretary.

Information we gather.

Romsey Archers gathers certain information about you. Information about you is also used by our affiliated entities, namely county and regional associations.

We collect information in the following ways:

Information you give us.

When you become a member of Romsey Archers you will give us information. Information may include your name, date of birth, postal address, email address, phone number, a personal description, disability, ethnicity, your archery qualifications, award history or CRB / DBS / PVG checks that have been undertaken.

When you enter club competitions the following information may be collected and shared and the results may be published: Membership Number, First Name, Surname, Gender, Bow style, Date of Birth / Age category / Round (unless defined by age), Disabled (Y/N), Disability info.

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

How we may use your information.

We rely on the legitimate interest basis to use your personal information in some circumstances. For example, when you apply to become a member of Romsey Archers, we have a legitimate organisational interest to use your information to respond to you and give you the benefits of being a member.

We may use your information for a number of purposes including the following:

1. Compliance with legal and regulatory obligations and good practice;
2. To provide you with information about our activities.

We will use the information you give us to:

1. Perform services you have requested (such as providing you with Membership Benefits or providing you with information you have asked for);
2. Administer the sport of Archery, for instance by organising tournaments;
3. Any other reasonable purposes of Romsey Archers acting always in accordance with the data protection law (as amended from time to time).

Information Sharing and Disclosure.

We may share your information with the following selected third parties:

1. Associate bodies such as County, Region and Clubs in order that they may communicate with you regarding archery events only or to allow the associate bodies to manage the running of the sport in their areas.

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

Users under 18.

If you are under 18 and would like to get involved, please ensure that you have consent from a parent or guardian before giving us your personal information. When we collect data about a child or young person aged under 18 we will make it very clear as to the reasons for collecting this data and how it will be used.

Keeping your records.

We keep records only for as long as required to operate the club in accordance with legal requirements.

Where we may store your information.

The data that we collect from you will be stored securely by the club using password protection and transferred to, and stored at Archery GB's registered office and online systems. Email details are also held on the club's password protected email account.

By submitting your personal data, you agree to this transfer, storing or processing.

Romsey Archers will take all steps reasonably necessary to ensure that your data is treated securely and in accordance with this Privacy Notice.

Your rights.

You have the right to:

1. Have any inaccuracies in your data corrected. If you would like to update the details we hold about you please contact our Data Protection Officer;
2. Request that we delete your personal data;
3. You have a right to request a copy of the personal information we hold about you.

Changes to this notice and the way we treat personal information.

We may update the terms of this privacy notice at any time, so please do check it from time to time.

Enquires and Complaints.

The Data Protection Officer or any Committee member can be contacted regarding any enquires arising from this Privacy Notice. Where possible, please raise all enquires in writing.

Changes to this Notice.

We may change this Privacy Notice from time to time.