

## **Crewkerne Rangers Football Club - Privacy Notice**

Crewkerne Rangers Football Club ("we", "our", "us") take your privacy very seriously.

This Privacy Notice sets out how we use and look after the personal information we collect from you. We are the data controller, responsible for the processing of any personal data you give us. We take reasonable care to keep your information secure and to prevent any unauthorised access to or use of it.

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

Personal data means any information about an individual from which that individual can be identified. We collect, use, store and transfer some personal data of our participants [and their parents or guardians], and other Club members.

You provide information about yourself (and your children) when you register with the Club, and by filling in forms at an event or online, or by corresponding with us by phone, e-mail or otherwise.

The information you give us may include name, date of birth, address, e-mail address, phone number, gender, and the contact details of a third party in the case of emergency. We may also ask for relevant health information, which is classed as special category personal data, for the purposes of health, wellbeing, welfare and safeguarding. Where we hold this data it will be with the explicit consent of the participant or, if applicable, the participant's parent or guardian.

Where we need to collect personal data to fulfil Club responsibilities and you do not provide that data, we may not be able to register you or your children or allow you to take part in Club activities.

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

We will only use personal data for any purpose for which it has been specifically provided.

The reason we need participants' personal data is to be able to run the football club, including contacting you, sharing information about the Club, registering players, parents/guardians and officials with the leagues. Our lawful basis for processing this personal data is that we have a contractual obligation to anyone as a participant to provide the services they are registering for.

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

Information on players, parents/guardians and officials will be entered onto the Whole Game System database, which is administered by the FA.

We may disclose personal information to the County FA or local leagues if we are instructed to meet a legal obligation; or to protect the rights, property, or safety of our participants.

### **Protection of your personal data**

We have put in place appropriate security measures to prevent personal data from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed.

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

We keep personal data on our participants while they continue to be a participant or are otherwise actively involved with the Club. We will delete this data no more than 6 months after a participant has left the Club or ended their registration, or sooner if specifically requested and we are able to do so. The personal data that is stored on Whole Game System is subject to the FA's privacy policy so we advise you review that policy together with this notice. If anyone would like their personal data to be deleted from Whole Game System then please contact the County FA.

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

As a data subject participants may have the right at any time to request access to, rectification or erasure of their personal data; to restrict or object to certain kinds of processing of their personal data, including direct marketing; to the portability of their personal data and to complain to the UK's data

protection supervisory authority, the Information Commissioner's Office about the processing of their personal data.

As a data subject, participants are not obliged to share their personal data with the Club. If they choose not to share their personal data with us we may not be able to register them with the League.

We may update this Privacy Notice from time to time and will inform you to any changes in how we handle personal data.

If participants have any questions about this Privacy Notice then please contact the Club Secretary.

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