



# Data Privacy Policy

## 1. About this Policy

This policy explains when and why we collect personal information about our members and how we use it and how we keep it secure and your rights in relation to it.

We may collect, use and store your personal data, as described in this Data Privacy Policy and as described when we collect data from you.

We reserve the right to amend this Data Privacy Policy from time to time without prior notice. You are advised to check our website <http://www.northamptonrc.org.uk/members/>

We will always comply with the General Data Protection Regulation (GDPR) when dealing with your personal data. Further details on the GDPR can be found at the website for the Information Commissioner ([www.ico.gov.uk](http://www.ico.gov.uk)). For the purposes of the GDPR, we will be the “controller” of all personal data we hold about you.

## 2. Club Contact

Please address any questions, comments and requests regarding our data processing practices to the membership secretary - [membership@northamptonrc.org.uk](mailto:membership@northamptonrc.org.uk).

## 3. What Information and Why

Type of Information	Purpose	Legal basis of processing
The Member's name, address, telephone contact details and e-mail address.	Managing the Member's membership of the Club. Issuing information.	Performing the Club's contract with the Member. For the purposes of our legitimate interests in operating the Club.
Emergency contact details.	Contacting next of kin in the event of emergency.	Protecting the Member's vital interests and those of their dependants.
Date of birth/age related information.	Managing squads which are age related.	Performing the Club's contract with the Member.
Gender.	Provision of adequate facilities for members.	For the purposes of our legitimate interests in making sure that we can provide sufficient and suitable facilities.
The name and photos/videos of members taken during rowing	For use on the Club's website and/or social media platforms	Consent. We will seek the Member's consent on their



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club activity.	and/or in press releases.	membership application form and the Member may withdraw their consent at any time by contacting us by e-mail.
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## 4. How we protect your personal data

The details you provide are used solely by the Club to facilitate communication and organisation of activities. We will not pass on any details to any third party.

We have implemented generally accepted standards of technology and operational security in order to protect personal data from loss, misuse, or unauthorised alteration or destruction. We will notify you promptly in the event of any breach of your personal data which might expose you to serious risk.

## 5. How long do we keep your information?

We will hold your personal data on our systems for as long as you are a member of the Club and for as long afterwards as is necessary to comply with our legal obligations. We will review your personal data every year to establish whether we are still entitled to process it. If we decide that we are not entitled to do so, we will stop processing your personal data except that we will retain your personal data in an archived form in order to be able to comply with future legal obligations e.g. compliance with tax requirements and exemptions, and the establishment exercise or defence of legal claims.

## 6. Your rights

You have rights under the GDPR: -

- a) To access your personal data
- b) To be provided with information about how your personal data is processed
- c) To have your personal data corrected
- d) To have your personal data erased in certain circumstances
- e) To object to or restrict how your personal data is processed
- f) To have your personal data transferred to yourself or to another business in certain circumstances.

You have the right to take any complaints about how we process your personal data to the Information Commissioner: <https://ico.org.uk/concerns/>  
Tel: 0303 123 1113.

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow. Cheshire SK9 5AF