



Hertford and Ware Combine's Athletic Club

Privacy Policy

Hertford and Ware Combine'S Athletic Club (The HAWCS) are committed to protecting and respecting your privacy, for any personal data you provide for the purposes of your membership. The HAWCS is the Data Controller and is responsible for storing and otherwise processing that data in a fair, lawful, secure and transparent way.

What personal data we hold

The information that is provided when you register with the Club either with an athlete registration form or club membership application form is the only information we hold. This can be reviewed and changed by yourself by contacting the Club's Membership Officer. The information you give us includes:

- your name;
- date of birth;
- place of birth;
- length of residence in your current county;
- home address;
- e-mail address;
- telephone numbers;
- gender;
- school or university (where appropriate);
- emergency contact numbers and name(s);
- name of parent(s) or guardian(s) (where appropriate);
- ethnic origin;
- relevant health information to ensure you can train and compete safely.

Why we need your personal data

The reason we need your Athletics Data is to be able to administer your membership, and provide the membership services you are signing up to when you register with the club. Our lawful basis for processing your personal data is that we have a contractual obligation to you as a member to provide the services you are registering for.

Reasons we need to process your data include:

For training and competition entry

- sharing personal data with club coaches to administer training sessions;
- sharing personal data with club team managers to enter events;
- sharing personal data with leagues, county associations (and county schools' associations) and other competition providers for entry in events;
- sharing personal data with the sport's governing bodies whilst registering you as an athlete, coach, official or volunteer.

For membership and club management

- processing of membership forms and payments;
- maintaining a waiting list of potential members when capacity is reached;
- sharing data with committee members to provide information about club activities, membership renewals or invitation to social events;
- club newsletter promoting club activity;
- publishing of race and competition results; and
- managing our club volunteers.

Marketing and communications

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

The club has a social media page on facebook. All members are free to join this page. If you join, please note that provider of the social media platform 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.

Who we share your personal data with

When you become a member of the Club, you will also automatically be registered as a member of England Athletics Limited, if you are aged 11 or above. We will provide England Athletics Limited with your Athletics Data which they will use to enable access to the MyAthletics portal. England Athletics Limited will contact you to invite you to sign into and update your MyAthletics portal. You can set and amend your privacy settings from the MyAthletics portal. If you have any questions about the continuing privacy of your personal data when it is shared with England Athletics Limited, please contact dataprotection@englandathletics.org.

The Club does not supply any personal data it holds for this purpose to any other third party.

How long we hold your personal data

We will hold your personal data on file for as long as you are a member with us. Athlete data is updated every year on annual membership forms. Any personal data we hold on you will be securely destroyed after four years of inactivity on that member's account, in line with England Athletics Limited's retention policy. Your data is not processed for any further purposes other than those detailed in this policy.

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.

Contact Details

To exercise all relevant rights, queries or complaints, please in the first instance, contact the Club's Membership Officer through the thehawcs2013@gmail.com

You can contact the Information Commissioners Office on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email/> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire. SK9 5AF.