

Data Privacy Policy

1 About this Policy

- 1.1 This policy explains when and why we collect personal information about our members and coaches, how we use it and how we keep it secure, and your rights in relation to it.
- 1.2 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.
- 1.3 We reserve the right to amend this Data Privacy Policy from time to time without prior notice. You are advised to check our website for any amendments (but amendments will not be made retrospectively).
- 1.4 We will always comply with the General Data Protection Regulation (GDPR) when dealing with your personal data. For the purposes of the GDPR, we will be the “controller” of all personal data we hold for you.

2 Who are we?

- 2.1 Royal Ascot Cricket Club
Winkfield Road
Ascot Heath
Ascot SL5 7LJ

3 What information we collect and why

Type of Information	Purposes	Legal basis of processing
Player's name, date of birth, address, nationality and previous clubs and professional status	Managing adult membership of the club including membership categories which are age related	Performing the club's contract with the member. For the purposes of our legitimate interests in operating the club
Colt's name, date of birth, pertinent medical information and school year	Managing the Colts' membership of the club including membership categories which are age related and coaches / managers to be aware of any medical issues	Performing the club's contract with the Colts' member. For the purposes of our legitimate interests in operating the club
Associate (Parent) member's name, address, telephone number(s), email address(es)	Managing the associate member's membership of the club	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 an emergency	Protecting the member's vital interest and those of their dependants
Photos and videos of Colts' members whilst playing and training	Putting on the club's website and social media pages and using in press releases	Consent. We will see the member's consent on their membership application form and each membership renewal form, and the member may

		withdraw their consent at any time by contacting us by email or letter
Colt's name, associate (Parent) member's name and email address(es)	Sharing data with the club's age group team manager Sharing data with club coaching staff or officials Sharing data with leagues and county officials	For the purposes of our legitimate interests in administering match day team details and results; administering and managing training sessions
Associate (Parent) member's name, email address(es)	Sharing data with committee members	Provide information about club activities and or social events
Volunteer Coach's name, address, email address(es), phone number(s) and relevant qualifications and / or experience	Managing coaching sessions at the club	For the purposes of our legitimate interests in ensuring that we can contact those offering coaching services and provide details of coaches to members
Age group manager's name, telephone number(s) and email address(es)	Sharing data with the relevant cricket district board for wider distribution across the county with other associated cricket clubs	For the purposes of our legitimate interests in ensuring that contact with other team managers can take place in the organisation of matches
Anonymised data	Shared with funding partners	As a condition of grant funding (e.g. Local Authority)

4 How we protect your personal data

- 4.1 We will not transfer your personal data outside of the EU without your consent.
- 4.2 We have implemented general accepted standards of technology and operational security in order to protect personal data from loss, misuse, or unauthorised alteration or destruction.
- 4.3 Please note, however, that where you are transmitting information to us over the internet this can never be guaranteed to be 100% secure.
- 4.4 For any payments which we take from you online, we will use a recognised online secure payment system.
- 4.5 We will notify you promptly in the event of any breach of your personal data which might expose you to serious risk.

5 Who else has access to the information you provide us?

- 5.1 We will never sell your personal data.
- 5.2 We will not share your personal data with any third parties without your prior consent (which you are free to withhold) except when required to do so by law or as set out in the table above or paragraph 5.2 below.
- 5.3 We may share your data with cricketing partners such as Berkshire Cricket and its subsidiaries; the ECB; other district cricket organisations; and third-party data managers that we appoint as data processors as part of administering your involvement in cricket.
- 5.4 In the event of a medical or child protection issue, the club may disclose certain information to medical professionals, the police, social services, courts and potentially to legal and other advisors involved in any investigation.

- 5.5 We will not transfer your data to any third parties without obtaining your consent and, where possible, will anonymise your data before sharing.
- 5.6 We will also not share any other personal data you provide to us that is not cricket related data. We may pass your personal data to third parties who are service providers, agents and subcontractors for the purposes of completing tasks and providing services to you on our behalf (e.g. printing of newsletters and sending you mailings).
- 5.7 However, we disclose only the personal data that is necessary for the third party to deliver the service and we have a contract in place that requires them to keep your information secure and not use it for their own purposes.

6 How long do we keep your information?

- 6.1 We will hold your personal data on our systems as long as you are a member of Royal Ascot Cricket Club and for as long afterwards as is necessary to comply with our legal obligations.
- 6.2 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.
- 6.3 We will securely destroy all financial information once we have used it and no longer need it.

7 Your rights

You have the following rights under data protection legislation:

- 7.1 To access a copy of the information comprised in your personal data;
- 7.2 To object to the processing of your personal data that is likely to cause or is causing damage or distress;
- 7.3 To prevent processing for direct marketing;
- 7.4 To object to decisions being taken by automated means;
- 7.5 In certain circumstances, to have inaccurate personal data rectified, blocked, erased or destroyed; and
- 7.6 To claim compensation for damages caused by a breach of data protection legislation.

Complaints

If you have any concerns or complaints in relation to how Royal Ascot Cricket Club collects and / or processes your personal data, you should contact Royal Ascot Cricket Club's Data Protection Officer in the first instance. If you are dissatisfied with how your concern or complaint is dealt with by Royal Ascot Cricket Club, you have the right to report your concern or complaint to the Information Commissioner's Office (www.ico.org.uk).

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