

# Privacy Notice

**Somer Athletic Club (SAC) is committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership, SAC 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 on you**

You may give us information about you by filling in online forms, or by corresponding with us by phone, e-mail or otherwise. This includes information you provide when you register with the Club, sign up to sessions or events. The information you give us may include your name, date of birth, gender address, e-mail address, phone number, emergency contact name/number, school (Junior/Youth athletes only) and name of the EA affiliated Clubs with which you are registered. We may also store performance related data relating to previous race/session results such as personal bests and race finish times (Athletics Data). We may also ask for relevant health information which is classed as special category personal data (Health Data).

## **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 SAC. Our lawful basis for processing your personal 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/leaders/volunteers to administer training sessions;
- sharing personal data with leagues, county associations and other competition providers for entry in events.
- Analysing race results and performance data to assist in coaching/developing athletes and administration of the SAC 'Club Championship'. Individual public race result data may be published and shared with other members.

### **For funding and reporting purposes**

- sharing anonymised data with a funding partner as condition of grant funding e.g. Local Authority;
- analysing anonymised data to monitor club trends; and

- sending an annual club survey to improve your experience as a club member

### **For membership and club management**

- processing of membership forms and payments;
- sharing data with committee members to provide information about club activities, membership renewals or invitation to social or group events;
- club newsletter and social media groups promoting club activity; and
- publishing of race and competition results

### **Marketing and communications**

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

Any special category Health Data we hold on you is only processed for the purpose(s) of fitness/health checks or passing health data to coaches/volunteers to allow the safe running of training sessions. In the event of a medical emergency we may pass your Health Data onto a healthcare professional to facilitate the provision of medical treatment. We process this data on the lawful basis of consent. Therefore, we will also need your explicit consent to process this data, which we will ask for at the point of collecting it.

On occasion we may collect personal data from non-members (e.g. such as any non-member participant who fills in a health disclaimer or sign-up form to take part in a trial session or non-member training course such as beginners). This information will be stored for 6 weeks after an event/session and then destroyed securely. Our lawful basis for processing data is consent. Therefore, we will also need explicit consent from non-members to process this data, which we will ask for at the point of collecting it.

SAC has the following social media pages/groups; Facebook (including public and private groups), WhatsApp, Twitter and Instagram. All members are free to join these pages. If you join one of the Social Media pages/groups, please note that provider of the social media platform(s) have their own privacy policies and that SAC does accept any responsibility or liability for these policies. Please check these policies before you submit any personal data on SAC social media pages or groups.

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

When you become a member of SAC, you will also automatically be registered as a member of England Athletics Limited. This applies even if you do NOT opt for optional affiliation, in this case you will be registered as a 'Social' athlete. 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](mailto:dataprotection@englandathletics.org).

In order to process payments SAC utilises Zettle by PayPal. We do not directly process any payment details however we may share your email-address and/or phone number in order to send you payment links.

Club newsletters and mailings may be processed via Mailchimp (Intuit, Inc.) this requires us to share your name and e-mail address in order to process mailings.

SAC administer membership data, training sessions and payments using ClubPal (ClubPal Ltd). In most cases the data held within ClubPal is that which has been directly entered by you at sign up. However SAC may use information you have supplied to us from other sources to update incorrect/missing data or create new users.

Race/Time Trial timing is administered using Webscorer. In order to track your time and share results we may share your name, date of birth/age and email address with Webscorer Inc.

Other than that listed above SAC does not supply any personal data it holds to any other third party.

The Club's data processing may transfer your data outside of the UK for the purpose of cloud hosting/applications with Google Drive/Mail, Microsoft OneDrive, EntryCentral, Microsoft Forms, Zettle, SurveySparrow, Wix.com, Webscorer and MailChimp. Where the Club does transfer your personal data overseas it is with the appropriate safeguards in place to ensure the security of that personal data.

## **Cookies**

Our website uses cookies to distinguish you from other users of our website and to keep track of your visits. They help us to provide you with the very best experience when you browse our website and to make improvements to our website.

You can set your browser to refuse all or some browser cookies, or to alert you when websites set or access cookies. If you disable or refuse cookies, please note that some parts of our website may become inaccessible or not function properly.

Non-essential cookies are disabled on our website by default. You can control this within 'Advanced Cookie Settings' by clicking the 'Settings' button on our cookie banner. This appears at the bottom of the page on first visit to our website.

## **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. In order to do



so contact [hello@somerac.org.uk](mailto:hello@somerac.org.uk). You also have the right 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.