



## Bournville Harriers Privacy Notice

Bournville Harriers are committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership, Bournville Harriers 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 forms at an event or online, or by corresponding with us by phone, e-mail, or otherwise. This includes information you provide when you register with the Club, join one of our courses or events, enquire about running with us, or which is shared during the course of your membership. The information you give us may include your name, date of birth, address, e-mail address, phone number, name of the England Athletics (EA) affiliated Clubs with which you are registered, and gender (Athletics Data). If you join the Club as part of a couple, we will also hold the name of your partner.

### 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 an 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 or officials to administer training sessions;
- sharing personal data with Club team managers to enter events;
- sharing personal data with facility providers to manage access to the track or check delivery standards; and
- sharing personal data with leagues, county associations, and other competition providers for entry in events.

#### *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 Club surveys 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 events;
- to comply with our duties under the Equality Act 2010;
- Club communications promoting Club activity;
- publishing of race and competition results (using social media and/or the Club website);
- publishing photographs of events on social media and the Club website; and
- dealing with disciplinary or safeguarding matters.

If you do not want us to publish your name or photo on our social media pages or Club website, you may opt out of this. Please contact us via this link to opt out <http://bournvilleharriers.org.uk/contact-us-communications>.

We do not request health information as standard. If you choose to share this with individual members of the Committee or coaching team, it will not be shared with any other coaches, Committee members, or other members of the Club unless you specifically consent for us to do so. Information on your health is considered 'special category data' and to the extent that we process such information, we do so on the lawful basis of consent. Therefore, we will also need your explicit consent to process this data.

On occasion we may collect personal data from non-members e.g. those who join our Beginners' Course or other events. This information will be stored for 12 months after an event 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.

The Club also uses social media including Facebook, WhatsApp, Twitter, and Instagram. All members are free to join these pages or follow the Club on them. If you join one of the social media pages, please note that provider of the social media platform(s) 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 or groups.

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

When you become a member of or renew your membership with Bournville Harriers you will automatically be registered as a member of EA (who have their own privacy statement [www.englandathletics.org/privacy-statement](http://www.englandathletics.org/privacy-statement)). We will provide EA with your personal data which they will use to enable access to an online portal for you (called MyAthletics). EA will contact you to invite you to sign into and update your MyAthletics portal (which, amongst other things, allows you to set and amend your privacy settings). It is vital, therefore, that a valid email address is given, so that you can ensure that your data is correct and so that you can set your own privacy settings.

In addition, we may share your personal data with EA in the event of and connection with any matters arising under the Disciplinary Policy.

If you have any questions about the continuing privacy of your personal data when it is shared with EA, please contact [dataprotection@englandathletics.org](mailto:dataprotection@englandathletics.org).

When you participate in cross country or road relays, we will share your personal data for the purposes of registering teams for those events.

The Club does not supply any personal data it holds for these purposes to any other third party. The Club does not store or transfer your personal data outside of the UK.

### **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. Any personal data we hold on you will be securely destroyed after four years of inactivity on that member's account, in line with EA'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.