

OMEGA NETBALL CLUB PRIVACY POLICY

Omega Netball Club is committed to ensuring that personal information is held fairly, lawfully and securely in accordance with data protection laws.

This policy covers the different elements of personal information we collect from you, what we do with the information, how long we will hold it, what we won't do with the information, as well as what rights you have.

Introduction to Data Protection

We have an obligation under Regulation (EU) 2016/679 of the European Parliament - the General Data Protection Regulation ('GDPR') to provide you with information about how and why we use your data. We recognise our obligations and your legal rights set out in the GDPR. We are committed to protecting and respecting your privacy by complying with the principles of the GDPR.

Who are 'we'?

In this policy, whenever you see the words 'we', 'us' or 'our', it refers to Omega Netball Club. We are a small Hertfordshire based Netball Club, who cater for netball for ages 12 to adult, playing across a variety of local leagues within Hertfordshire, in the County Netball League and the East Region Netball League.

Data Protection Officer

Omega Netball Club's Data Protection Officer is Lisa Short. For information and queries about data protection compliance, email her at info@omeganetballclub.co.uk.

Amendments to our Privacy Policy

If we amend our privacy policy, any changes will be published on our website. If necessary, this will be brought to your attention.

This policy was last updated on: 01/08/19.

What is personal data?

'Personal data' means any information relating to a living individual ('data subject') who can be identified, directly or indirectly by the information.

The types of personal data we may collect

The data we collect about you will vary, depending on our relationship with you and the leagues in which you play. Below are examples of the sorts of data that we may collect:

- Full name and personal details (e.g. photograph, driving licence);
- Contact information (e.g. home address, email address, telephone numbers)
- Date of birth and/or age
- Medical concerns or restrictions
- Emergency contact information
- Imagery in video and/or photographic form and voice recordings
- Records of participation at events/sessions/competition
- Records of spectator attendance at events or competitions in which you or your family member within the Club play
- Records of enquiries and other correspondence with you
- Marketing email lists
- Suppliers, sponsors and client lists.

How we use your personal information

We collect, store and process personal data for several purposes, mainly: our membership, event and competition management; financial accounting; and marketing. We will not use any of the information that we collect from you, or about you, for any purpose other than those listed in this document or for purposes that are similar. If we would like to use your personal data in any other way, we will present you with relevant information at the point at which one of these additional purposes arises.

The GDPR provides that legally we might hold and process your information for any of the following four reasons and we have included below a summary of what that means for Omega Netball Club and how we might use information you provide to us:

Where required to perform a **CONTRACT**. For example:

- To administer and manage our relationship with active members (and clubs, counties and regions). For example, when given personal information either directly or via a Club Secretary during the league registration process;
- To send active members information which related to their team, leagues in which they play and about the Club as a whole;
- To inform you of events arranged, run and/or in which the Club intend to participate.
- To administer attendance on any programs, competitions, events or training courses and to enable online assessment (where applicable); and
- To fulfil our contractual relationship with clients, sponsors and suppliers.

Where required to comply with our **LEGAL OBLIGATIONS**. For example:

- To comply with health and safety requirements. For example, to ensure the safe running of netball sessions and to enable adaptations as required;
- To comply with safeguarding requirements. For example, working with children or vulnerable adults;
- To ensure we are offering equitable access to our services to avoid discrimination; and
- For the prevention of fraud and other criminal activities.

Where there is a **LEGITIMATE INTEREST**. For example:

- To correspond and to answer queries and complaints;
- To arrange for any trips or transportation of officials, players or volunteers to events;
- To ensure understanding of the coaching and officiating workforce available;
- To conduct performance reviews, manage performance and determine performance requirements of our officials and coaches and to make decisions about progression and accreditation status; and
- To administer the relationship, we have with players on our performance pathway and at our national academies including to conduct performance reviews and determine performance requirements;
- To comply with awarding bodies' accreditation obligations; and
- To administer and monitor attendance at events and competitions.

Where you have provided **CONSENT**. For example:

We may use and process your personal information where you have **consented** for us to do so for the following purposes:

- Promoting the sport, our events, opportunities, services and membership packages;
- Promoting our sponsors or partners' events or services; and
- Sending newsletters.

Retaining your information

If we collect your personal information, the length of time that we retain it is determined by a number of factors, including the purpose for which we use that information and to comply with our other legal obligations (apart from GDPR).

We do not retain personal information in an identifiable format for longer than is necessary. Where you have consented for us to retain your data, we will only hold the data for the duration of your consent.

Children

Children's data are collected and processed in accordance with the information below. Parents and guardians are expected to ensure that the children they are responsible for are aware of how their personal data will be processed by us.

We require parental or guardian consent to process personal data of any child under the age of 14.

Using your information for marketing

We will send marketing information to you regarding events for fundraising or competition in the form of league or tournament events. You can withdraw consent at any time (see below for more information).

Marketing information covers information about tickets to fundraising events, our AGM, league and tournament opportunities, Club kit and our kit supplier, information that we as a Club or our Governing Body, England Netball Association, require us to disseminate to our members.

Withdrawal of Consent for Marketing Information: -

You can withdraw consent at any time, by contacting us at info@omeganetballclub.co.uk. By doing so, please note that you will no longer hear about the events organised, league and tournament information or information relating to the purchase of kit.

Sharing your personal data and data processing

We only share personal data where we are required by law, with England Netball Association or with leagues in which the Club participate and the players are required to be registered. Other than the circumstances set out above, information about you will not be passed to a third party for any other

purposes. All our suppliers and sub-contractors are required by their own data sharing agreements or contracts to treat your data as carefully as we would, to use it only as instructed, and to allow us to check that they do this.

Organisations we share your personal data with

- England Netball Association;
- East Regional League;
- Hertfordshire County League;
- Turnford Winter Netball League;
- Turnford Summer Netball League;
- Herts & District Netball League;
- St Albans Indoor Netball League;
- Herts Indoor Netball League;
- Leventhorpe Indoor Netball League;
- Harlow Indoor Netball League;
- Broxbourne & District Netball League
- Where the law requires it. We may disclose your personal information to third parties if we are under a duty to comply with any legal obligation; to enforce or apply our terms of use and other agreements; or to protect the rights, property, or safety of Omega Netball Club members, including exchanging information with other companies and organisations for the purposes of fraud protection and credit risk reduction; and
- Anyone else where we have your consent.

Profiling

Omega Netball Club does not perform any profiling that has legal or significant effect nor any automated decision making.

What we don't do with your information

We never sell or share your information with other organisations to use for their own purposes.

Your rights

The GDPR grants you certain rights ('information rights') which we summarise below.

Right of access	You have the right to obtain confirmation from Omega Netball Club as to whether or not personal data concerning you are being processed, and, where that is the case, you have the right to access that personal data.
Right to rectification	You have the right to oblige Omega Netball Club to rectify inaccurate personal data concerning you. Taking into account the purposes of the processing, you have the right to have incomplete personal data completed by providing a supplementary statement.
Right to erasure (right to be forgotten)	You have the right (under certain circumstances, but not all) to oblige Omega Netball Club to erase personal data concerning you.
Right to restriction of processing	You have the right (under certain circumstances, but not all) to oblige Omega Netball Club to restrict processing of your personal data. For example, you may request this if you are contesting the accuracy of personal data held about you.

<p>Right to data portability</p>	<p>You have the right (under certain circumstances, but not all) to oblige Omega Netball Club to provide you with the personal data about you which you have provided to Omega Netball Club in a structured, commonly used and machine-readable format.</p> <p>You also have the right to oblige Omega Netball Club to transmit the data to another controller.</p>
<p>Right to withdraw consent</p>	<p>If the lawful basis for processing is consent, you have the right to withdraw that consent.</p>
<p>Right to object to direct marketing</p>	<p>Where your personal data are processed for direct marketing purposes, you have the right to object at any time to processing of your personal data for marketing, which includes profiling to the extent that it is related to such direct marketing.</p>
<p>Rights in relation to automated decision making and profiling</p>	<p>Omega Netball Club does not perform any automated decision-making based on personal data that produces legal effects or similarly significantly affects you.</p>

Your right to lodge a complaint with a supervisory authority

If you wish to exercise any of your rights concerning your personal data, you should contact us at info@omeganetballclub.co.uk.

The All England Netball Association is not a 'public authority' as defined under the Freedom of Information Act and we will not therefore respond to requests for information made under this Act.

If you are not satisfied with the response you receive, you have the right to lodge a complaint with the supervisory authority. In the United Kingdom this is the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF, telephone: 0303 123 1113, email: casework@ico.org.uk.