

Rugby and Northampton Athletic Club

Privacy Notice

Rugby and Northampton Athletic Club (R&NAC) are committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership, R&NAC 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 on your membership joining form, 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. The information you give us may include your name, date of birth, address, e-mail address, phone number, name of the EA affiliated Clubs with which you are registered and gender (Athletic Data). We may also ask for relevant health information and other data which is classed as special category personal data.

Why we need your personal data

The reason we need your Athletic 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 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:

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
- Sharing personal data with leagues, county associations (and county schools' associations) and other competition providers for entry in events

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
- Sending a club survey from time to time 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
- Club newsletter promoting club activity
- Publishing of race and competition results

Marketing and Communications (where separate consent is provided)

- 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 passing general fitness and health data to coaches to allow the safe running of training sessions. 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. non-member participant who fills in a health disclaimer or form at a special event. This information will be stored for four years 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 has the following social media pages Facebook, Twitter and Instagram. All members are free to join these pages. 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.

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 Athletic Limited. We will provide England Athletic Limited with your Athletic Data which they will use to enable access to the MyAthletic portal. England Athletic Limited will contact you to invite you to sign into and update your MyAthletic portal. You can set and amend your privacy settings from the MyAthletic portal. If you have any questions about the continuing privacy of your personal data when it is shared with England Athletic Limited, please contact dataprotection@englandathletic.org.

The Club uses a Membership Management tool provided by a Third-Party Processor, Coacha, which is a trading style of MA Design Solutions Limited of Cheltenham, UK. The Club will provide you with access to Coacha's Member/Parent Portal, which will enable you to view and, if necessary, correct your personal data and to set and amend your privacy settings. Coacha work with a number of external third parties as set out in their Privacy Notice, for example, Google for analytics services, so their processing of your personal data could involve a transfer of data outside the European Economic Area (EEA). Where your personal data is transferred overseas it is with the appropriate safeguards in place to ensure the security of that personal data. Coacha's Privacy Notice is available to view at:

<https://www.coacha.co.uk/More/Legal/Coacha-Privacy>

The Club's own data processing could also require your personal data to be transferred outside of the UK for the purpose of cloud hosting. Again, where your personal data is transferred overseas it is with the appropriate safeguards in place to ensure the security of that personal data.

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 Athletic Limited's retention policy. Your data is not processed for any further purposes other than those detailed in this policy.

A members' e-mail address will be removed from the club marketing mailing list (a) on resignation from the club or (b) on the request of the member. The e-mail address will be removed up to 30 days after the request has been made by the member.

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

If you have any concerns or complaints in relation to how the Club collects and/or processes your personal data, you should contact the Club Secretary.

Our full details are:

Full name of legal entity: Rugby and Northampton Athletic Club

Email address: contactus@rugbyandnorthamptonac.org

Postal address: Rugby and Northampton Athletic Club, Queen's Diamond Jubilee Centre, Bruce Williams Way, Rugby, CV22 5LJ

Telephone number: 01788 815289

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