



**BATH STREET MARINE TABLE TENNIS CLUB
(BSMTTC)**

PRIVACY POLICY May 2018

About us

We are Bath Street Marine Table Tennis Club (BSMTTC) (The Club). We are affiliated to the Liverpool and District Table Tennis League (LDTTL) and to Table Tennis England.



We can be contacted through our General Secretary, Graham Turner, at gratur5gilmore@outlook.com or the Chairman, Ian McElwee, at chrisjimc@hotmail.com

About this policy

- 1 This policy explains when and why we collect personal information about our members how we use it and your rights in relation to it.
- 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
- 3 We reserve the right to amend this Data Privacy Policy from time to time without prior notice. We may be required to amend this Policy due to regulations.
- 4 We will always comply with the General Data Protection Regulations (GDPR) when dealing with your personal data. For the purposes of the GDPR we will be the controller of all personal data we hold about you. Further Information about GPDR can be found on the Information Commissioner website www.ico.gov.uk.

What data do we collect and why?

[We collect member's name, address, telephone numbers and email addresses](#) in order to manage the member's membership of The Club and the Liverpool and District Table Tennis League, to provide a list of contacts and to communicate with members *for the purposes of our legitimate interests in operating The Club.*

[We collect date of birth/age-related information](#) in order to manage membership; and participation categories which are age-related *in order to perform The Club's contract with the League.*

[We collect information on gender](#) in order to make sure we provide adequate facilities for our members and to report information to the League and Table Tennis England *for the purposes of the legitimate interests of the League and Table Tennis England to maintain diversity data required by funders.*

[We collect the Member's name and Table Tennis England identity number](#) in order to manage competition and event entries in the League and to ensure compliance with

League and Table Tennis England requirements *for the purposes of their legitimate interests in holding competitions and events for the benefit of members, for the purposes of our legitimate interests in promoting participation in the League, and in providing relevant competition and player information to Table Tennis England and providing communication to members.*

[We collect photos and videos of members](#) so that we can put them on our website and social media pages and to use in press releases. *We will seek the consent for collection of these images on the membership application form and each renewal form. This consent may be withdrawn at any time by contacting us by email or letter.*

How we protect your personal data

We use generally accepted standards of technology and operational security in order to protect personal data from loss, misuse or unauthorised alteration. If you send us information over the internet this cannot be guaranteed to be 100% secure. We will notify you promptly in the event of any breach of the security of your personal data which might expose you to serious risk. We will not transfer your data outside the EU without your consent.

Who else has access to the information you give us?

We will never sell your personal data. We will not share it with third parties without your prior consent (which you may withhold) except where required to do so by law or as detailed above (see **What data do we collect and why?**) However, we may pass your personal data to third parties who provide a service to us such as printing or sending you mailings and we would only pass the personal data necessary for the third party to deliver the service. We would have a contract in place that requires them to keep your information secure and not to use it for their own purposes.

How long do we keep the information?

We will hold your personal data on our systems for as long as you are a member of The Club and for as long afterwards as it is in The Club's legitimate interest to do so or for as long as is necessary to comply with our legal obligations. 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

Your rights under GDPR

You have rights under GDPR:

- (a) to access your personal data

- (b) to be provided with information about how your personal data is processed
- (c) to have your personal data corrected
- (d) to have your personal data erased in certain circumstances
- (e) to object to or restrict how your personal data is processed
- (f) to have your personal data transferred to yourself or to another business in certain circumstances.

You have the right to take any complaints about how we process your personal data to the Information Commissioner:

<https://ico.org.uk/concerns/>

0303 123 1113.

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire SK9 5AF