

HAUGHLEY PLAYING FIELD BOWLS CLUB

DATA PRIVACY POLICY DATED 01 MAY 2018

1. About this Policy

- 1.1 This policy explains when and why we collect personal information about our members and instructors, how we use it and how we keep it secure and your rights in relation to it.
- 1.2 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.
- 1.3 We reserve the right to amend this Data Privacy Policy from time to time without prior notice. You are advised to check our website haughleybowlsclub.co.uk or our Club notice board regularly for any amendments (but amendments will not be made retrospectively).
- 1.4 We will always comply with the General Data Protection Regulation (GDPR) when dealing with your personal data. Further details on the GDPR can be found at the website for the Information Commissioner (www.ico.gov.uk). For the purposes of the GDPR, we will be the "controller" of all personal data we hold about you.

2. Who are we?

- 2.1 We are Haughley Playing Field Bowls Club We can be contacted at King George V Playing Field, Greens Road, Haughley, Stowmarket, Suffolk, IP14 3RA.

3. What information we collect and why.

| Type of information | Purposes | Legal basis of processing |
|--|---|---|
| Member's name, address, telephone numbers, e-mail address(es). | Managing the Member's membership of the Club. | Performing the Club's contract with the Member. For the purposes of our legitimate interests in operating the Club. |
| Date of birth / age related information | Managing membership categories which are age related. | Performing the Club's contract with the Member. |
| Gender | Provision of adequate facilities for members. | For the purposes of our legitimate interests in making sure that we can provide sufficient and suitable facilities (including changing rooms and toilets) for each gender. |
| Photos and videos of members | Putting on the Club's website and social media pages and using in press releases. | Consent. We will seek the Member's consent on their membership application form and each membership renewal form and the Member may withdraw their consent at any time by contacting us by e-mail or letter. |
| The Member's name and e-mail address | Creating and managing the Club's online Membership Directory. | Consent. We will seek the Member's consent on their membership application form and each membership renewal form. The Member may withdraw their consent at any time by contacting us by e-mail or letter to tell us that they no longer wish their details to appear in the Membership Directory. |