

Rugby Phoenix Volleyball Club

<http://rugbyphoenixvolleyballclub.wordpress.com>

PRIVACY POLICY

This privacy policy sets out how Rugby Phoenix Volleyball Club governs the privacy of its members and users of this website.

Rugby Phoenix Volleyball Club is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when renewing or joining the club, using this website, or our membership portal, then you can be assured that it will only be used in accordance with this privacy statement.

Rugby Phoenix Volleyball Club may change this policy from time to time without prior notice. You should check from time to time to ensure that you are happy with any changes. This policy is effective from 25th May 2018.

WHAT WE COLLECT

We do not collect data directly through our website.

When you apply to join the club or renew your membership we collect and hold the following information:

- Name, address, telephone numbers, email addresses
- Emergency contact details and medical records
- Volunteer qualifications

WHY DO WE NEED IT?

We require this information in order to operate the club and provide the very best service to our members, including:

- Effective communication about upcoming events and changes to scheduled activities, such as the cancellation of training
- Contacting next of kin in the event of emergencies
- Coaches being fully informed of medical conditions of members when training or away at events
- Internal record keeping, e.g. volunteer qualifications
- Processing membership through Volleyball England.

HOW LONG DOES THE CLUB KEEP YOUR INFORMATION?

The club will hold your personal data for as long as you are member of the Club and in full for 18 months after your resignation so that we can complete our annual accounts. After 18 months we will destroy those elements of the data we do not need to maintain as a legal record of your contractual transactions with the club. Normally all data will be destroyed six years after you have left the club once all legal requirements to maintain the data have lapsed.

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The club will review your personal data every year to establish whether the club is still entitled to process it. If the club decides that it is not entitled to do so it will stop processing your personal data. The membership renewal process will give you the opportunity to update your data and clarify your preferences in relation to communications from the club.

SECURITY

The club will not share your personal data with any third party other than the sport's governing body (Volleyball England) without your prior consent (which you are free to withhold) except where required to do so by law or as set out in the paragraph below.

The club may pass your personal data to third parties who are service providers, agents and subcontractors to us for the purposes of completing tasks and providing services to you on our behalf (e.g. to enable collection of monthly membership payments, send you newsletter mailings, manage training and match notifications). The club will only disclose the personal data that is necessary for the third party to deliver the service and only if the club has a contract in place that requires the provider to keep your information secure and not to use it for their own purposes.

LINKS TO WEBSITES

Our website may contain links to other websites that might be relevant to you. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement.

INFORMATION REQUESTS

Data Subject Access Requests (DSAR's)

You may request details of personal information which we hold about you under the Data Protection Act 1998 and subsequent regulations (such as GDPR 2018). If you would like a copy of the information held on you please write to Matthew Johnson, Club Secretary, and we will handle your request within the regulated timescales (maximum one month).

If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible. We will promptly correct any information found to be incorrect.

Your right to be forgotten

If you believe that information is being held about yourself without legitimate grounds, then you have the right to request this data to be deleted. Please do so by contacting Matthew Johnson, our Club Secretary.

Contact

All enquiries relating to data privacy should be made to Matthew Johnson, our Club Secretary

Volleyball England GDPR & Privacy Policies

For information Volleyball England policies related to Data Protection can be found here - [VE GDPR Data Protection Policy](#) | [VE Privacy Policy](#).