



TEIGNBRIDGE TROTTERS PRIVACY POLICY

Teignbridge Trotters commitment to privacy

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- **Introduction**

Teignbridge Trotters are the owners of www.teignbridgetrotters.co.uk and we are committed to protecting your privacy and processing your personal data in accordance with the Data Protection Act (DPA) 1998 up to 24 May 2018 and the General Data Protection Regulation (GDPR) with effect from 25 May 2018 (Data Protection Legislation). This policy explains how the information we collect about you is used and kept securely. It also explains your right to access your information under Data Protection Legislation.

- **The information we collect about you**

We collect the following information about you when you become a member of our Club:

Name

Address

Gender

Date of birth

Telephone number

Email address

Medical information (where provided)

Emergency contact details (where provided)

- **How we use your information**

We may use your personal data for a number of purposes, including:

Sharing with Club Coaches and Captains to administer training sessions/team events

Dealing with any queries you may have

Contacting you with Club information

Sending newsletters and The Trotter to you

Notifying you of the Club's Annual General Meeting and any Extraordinary General Meetings

Notifying you of any social event

Sending Club 'survey monkeys' to you

Club Championship

Sharing with England Athletics (if you're a member of EA)

Applying for a Disclosure and Barring Service (DBS) check for leaders/coaches

Names/age category published in race results/press notices

- **Finding out what information England Athletics holds about you**

If you have become a member of England Athletics, under the Data Protection Legislation you can ask to see any personal information that they hold about you. Such requests are called subject access requests. If you would like to make a subject access request, please contact the EA's Data Protection Officer:

Data Protection Officer
England Athletics Ltd
Athletics House
Alexander Stadium
Walsall Road
Perry Barr
Birmingham B42 2BE

You will need to provide two forms of identification, for example, driving licence, utility bill or passport and, if appropriate, any particulars about the source or location of the information you are requesting.

- **Protecting your information**

If you have paid to become a member of England Athletics, the data we collect from you will be transferred to them. We will not transfer your data to any other third party.

We will take all reasonable steps to ensure that your data is treated securely and in accordance with this Privacy Policy. Only Club officials will have access to your data. Data will be held under encryption.

- **Data retention**

We will keep your data for the duration of your membership of the Club. If you withdraw your membership of the Club, have your membership rescinded by the Club or do not renew your membership at the beginning of our new membership year, the data we collect from you will be deleted within 28 days of the date that your membership ceased.

- **Changes to our Privacy Policy**

We regularly review our Privacy Policy and you will be notified of any updates. This Privacy Policy was last updated in April 2018.

- **Contacting Teignbridge Trotters about this Privacy Policy**

If you have any questions or comments about this Privacy Policy, please write to:

Liz Barnett
Club Secretary
18 Whiteway Road
Kingsteignton
Newton Abbot
Devon TQ12 3HL