

STAINES & LAMMAS (MIDDLESEX) FOOTBALL CLUB

PRIVACY POLICY

What personal data we hold on you:

Personal data means any information about an individual from which that individual can be identified.

We collect, use, store and transfer some personal data of our participants [and their parents or guardians] and other club members.

The information you give us may include your name, date of birth, address, e-mail address, phone number, gender, and the contact details of a third party in the case of emergency. We may also ask for relevant health information, which is classed as special category personal data for the purposes of your health, wellbeing, welfare and safeguarding. Where we hold this data, it will be with the explicit consent of the participant or, if applicable, the participant's parent or guardian.

Where we need to collect personal data to fulfil club responsibilities and you do not provide that data, we may not be able to honour or administer your membership.

Why we need your personal data:

We will only use personal data for any purpose for which it has been specifically provided.

The reason we need participants' and members' personal data is to be able to run the Club and arrange matches; to administer memberships and provide the membership services you are signing up to when you register with the Club. Our lawful basis for processing your personal data is that we have a contractual obligation to you as a participant or member to provide the services for which you are registering.

We have set out below, in a bullet point format, a description of the ways we plan to use your personal data and which of the legal bases we rely on to do so. We have also identified what our legitimate interests are where appropriate:

- processing membership forms and payments/subscriptions and the like (performance of a contract); and
- organising matches (performance of a contract); and
- sending out match or club information and updates (performance of a contract); and
- sharing data with coaches, managers or officials to run training sessions or enter events (performance of a contract); and
- sharing data with leagues of which we are members, county associations and other competition providers for entry in events (performance of a contract); and
- sharing data with committee members in order to provide information about club activities, membership renewals or invitation to social events (we have a legitimate interest to maintain member and participant correspondence for club and community purposes); and
- sharing data with third party service or facility providers (we have a legitimate interest to run the Club efficiently and as it sees fit. Provision of some third-party services is for the benefit of the Club, participants and its members); and

- sharing anonymised data with a funding partner as condition of grant funding e.g. Local Authority (we have a legitimate interest to run the Club efficiently and as it sees fit. Application for funding is a purpose that benefits the Club, participants and its members); and
- publishing match; including cup and league results (Consent). We will only publish your personal data in a public domain, including images and names, if you have given your consent for us to do so); and
- sending out marketing information such as newsletters and information about promotions and offers from sponsors (Consent). We will only send you direct marketing if you are an existing member, participant or other associated individual and you have not previously objected to this marketing or have actively provided your consent); and
- to ensure we understand possible health risks (Consent). We will only process details of your medical history with your consent.

Who we share your personal data with:

When you become a member of the Club, your information may be passed onto the LRGC for their membership purposes or if you are a coach or volunteer will be or if you are another participant may be (depending upon which league(s) your team plays in) entered onto the Whole Game System database, which is administered by the FA. We also pass your information to the County FA and to leagues to register participants and the team for matches, tournaments or other events and for affiliation purposes.

We may share your personal data with selected third parties, suppliers and sub-contractors such as referees, coaches or match organisers. Third-party service providers will only process your personal data for specified purposes and in accordance with our instructions.

We may disclose your personal information to third parties in order to comply with any legal obligations; or to protect the rights, property, or safety of our participants, members or affiliates; or others.

The Club's data processing may require your personal data to be transferred outside of the UK. Where the Club does transfer your personal data overseas it is with the sufficient appropriate safeguards in place to ensure the security of that personal data.

Protection of your personal data:

We have put in place appropriate security measures to prevent your personal data from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed:

How long we hold your personal data:

We keep personal data on our participants and members while they continue to be a participant or member or are otherwise actively involved with the Club.

We will delete this data within 6 months of the end of every membership year or after a participant or member has left or otherwise ended their membership or affiliation or sooner if specifically requested and we are able to do so. We may need to retain some personal data for longer for legal or regulatory purposes. The personal data that is stored on the FA's: Whole Game System and Full Time databases is subject to their privacy policy so we advise you to review that policy together with this notice. If you would like your personal data to be deleted from Whole Game System then please contact the County FA.

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.

We may update this Privacy Notice from time to time, and will inform you to any changes in how we handle your personal data.

If you have any questions about this Privacy Notice then please contact any member of the Club's Committee.

DECLARATIONS PURSUANT TO APPLICATION FOR CLUB MEMBERSHIP

Declaration of Applicant:

I wish to be considered into membership of Staines & Lammas (Middlesex) Football Club ("S&LFC") and acknowledge that the facilities at the Laleham Recreation Ground are under the control and management of the Laleham Recreation Ground Committee ("the LRG") and that I am also required to be considered for membership into the LRG. I am aware of and have been given the opportunity to have access to the current S&LFC Constitution, Codes of Conduct, and Rules & Regulations, and agree to be bound by their terms and conditions. I also acknowledge and accept that if I wish to register as a player for S&LFC and be available for selection in any team, I am required in the first instance to submit to S&LFC a photograph of myself together with an appropriate email address in order for S&LFC to satisfy the relevant sport's governing body's approval/acceptance procedures for player registration. I further agree that having made this application and upon acceptance into membership of S&LFC and the LRG I am duly indebted to and shall be obliged to pay S&LFC the combined annual membership fees as set out herein and irrespective of whether I am selected to play for any team under the jurisdiction of S&LFC. I acknowledge that membership is renewed annually and that S&LFC and the LRG fees both fall due for payment on 1 July in each given year and must be paid to S&LFC by no later than 31 July in each given year. I also hereby give my consent for S&LFC to take still and moving pictures of my participation in S&LFC football activities and use any such material (together with details of my sporting career) for the purposes of inter alia social media; the promotion and advertising of the Club and any disciplinary issues. I declare I am eligible to register and play for S&LFC unencumbered by disciplinary suspension or international clearance issues. I hereby accept these terms of membership and certify that the information I have provided on this form is to the best of my knowledge accurate and understand that it will be used by S&LFC for recording my membership details and registration purposes and will NOT be used for any other purpose.

Declaration of Club:

S&LFC takes your privacy very seriously. On the reverse of this Membership Application Form is our Club Privacy Notice which sets out how we use and look after the personal information that we collect from you. We take reasonable care to keep your information secure and prevent any unauthorised access to or use of it. Where we rely on a Football Association (the FA) platform such as its Whole Game System (WGS) or Full Time, the FA will ensure that their systems meet the requirements on information security and will also update the associated online terms and privacy notices in accordance with current legislation. In addition, the FA will make sure that contracts are in place with any relevant software providers and with other footballing stakeholders as needed from time to time under current legislation.