

Glossopdale Harriers (“GDH”) Privacy Policy

Introduction

The Club is committed to protecting your privacy and processing your personal data in accordance with the General Data Protection Regulation (GDPR) from 25 May 2018 (**Data Protection Legislation**). For the purposes of data protection legislation, Glossopdale Harriers is the **data controller**. 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 through the Club membership form: your name, date of birth, email address, address, phone numbers and, optionally the details of a contact person in case of emergency.

We do not collect any banking details from you.

How we use your information

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

- To deal with your requests and enquiries.
- To contact you for reasons related to your enquiry.
- To notify you about the Annual General Meeting or other meetings.
- To remind you when club subscriptions are due.
- To register you with England Athletics if you opt to pay the EA affiliation fee.
- To share relevant information in order to assist the GDH committee in the running of the club

Protecting your information

The data that we collect from you is stored securely. It is encrypted and password protected and only accessible to members of the GDH committee.

By submitting your personal data, you agree to this transfer, storing or processing. We will take all reasonable steps to ensure that your data is treated securely and in accordance with this privacy policy. The Internet is not generally a secure medium for communication and therefore we cannot guarantee the security of any information you send to us over the Internet.

Finding out what information GDH holds about you

Under the Data Protection Legislation, you can ask to see any personal information that we hold about you. Such requests are called subject access requests. If you would like to make a subject access request, please contact the club’s Membership Secretary (Alison Holt, membership.secgdh@gmail.com)

Data retention

We will retain your Athletics Data for such time as you are a member of GDH. If you resign from the Club, are removed for non-payment of subscriptions or are removed for any other reason then your data will be retained for a period of five years. After five years, we will only retain your name and date of joining the Club as part of our database for “Resignations”.

Changes to the Privacy Policy

The Privacy Policy will be kept under review and changes will be made when necessary.

Contacting GDH about this Privacy Policy

If you have any questions or comments about this Privacy Policy please contact the Membership Secretary at the above email address in the first instance, or any other member of the GDH Committee.