



Privacy Notice

Your personal data – What is it?

The personal information you provide to Colwyn Bay Hockey Club (CBHC):
- name, address, email address, phone number, date of birth, school or college emergency phone numbers and any medical conditions.

How do CBHC process your personal data?

- To organise matches – this involves sharing information with coaches, captains and CBHC representatives. This will also include naming team players on Match Cards which are passed to the league.
- To register you with Hockey Wales and leagues/competitions. The information shared with Hockey Wales is as follows: Name, Date of birth, Gender and email address.
- To inform you of news, events, activities, fundraising and to advise the member of any offers that it is felt would benefit the member.

CBHC do not share any of your information with any third party except as described above.

What is the legal basis to process your information

General Data Protection Regulations Article 6 (1) (f) – Legitimate interests. You have an interest in Colwyn Bay Hockey Club.
If your child is under 16 the express consent will be obtained from a parent/guardian.



Security of your information

CBHC have a duty to keep your personal data secure. CBHC takes reasonable steps to protect your information from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure through the use of appropriate technical measures.

CBHC will only keep your data for the purpose it was collected for and only for as long as is necessary. After which it will be deleted. (You may request the deletion of your data held by us at any time).

Your rights and your personal data

You have the following rights:

- To request a copy of your personal data which CBHC hold about you.
- To request that CBHC correct any personal data if found to be inaccurate or out of date.
- To request that your personal data be erased where it is no longer necessary for us to retain such data.
- To withdraw your consent to the processing of your data at any time.
- The right to complain to the club about the way your data is being processed. If you wish to lodge a complaint, please contact the secretary of the club by email on secretary@colwynbayhockey.com
- The right to lodge a complaint with the Information Commissioners Office. Wycliffe House, Water Lane, Wilmslow, Cheshire. SK9 5AF Telephone no.0303 123 1113. Email: casework@ico.org.uk



In simple terms:

In accordance with the law

- CBHC only collect a limited amount of information about you that is necessary for correspondence, information and service provision.
- CBHC do not use profiling, CBHC do not sell or pass your data to third parties, except as detailed above.
- CBHC do not use your data for purposes other than those specified.
- CBHC make sure your data is stored securely.
- CBHC delete all information deemed to be no longer necessary.
- CBHC review its policies and procedures around the protection of your data regularly to ensure they are up to date.

5 June 2018