



WHITEFRIARS SAILING CLUB

Lake 26 Cotswold Water Park

Ashton Keynes SN6 6QR

01285 861670

www.whitefriarssc.org

Whitefriars Sailing Club Privacy Policy

1 About this Policy

1. This policy explains when and why Whitefriars Sailing Club (hereafter called the Club) collects personal information about its members, how the Club uses it and how the Club keeps it secure and your rights in relation to it.
2. The Club may collect, use and store your personal data, as described in this Privacy Policy and as described when the Club collects data from you.
3. The Club reserves the right to amend this Privacy Policy from time to time without prior notice. You are advised to check the Club's website www.whitefriarssc.org or your Club noticeboard regularly for any amendments (but amendments will not be made retrospectively).
4. The Club will always comply with the General Data Protection Regulation (GDPR) when dealing with your personal data. Further details on the GDPR can be found at the website for the Information Commissioner (www.ico.gov.uk). For the purposes of the GDPR, the Club will be the "controller" of all personal data it holds about you.

2 Who are we?

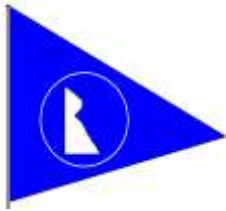
The name of the club is Whitefriars Sailing Club.

The Club can be contacted at: Lake 26, Cotswold Water Park, Ashton Keynes. SN6 6QR

Grid Reference: SU048955

Telephone Number: 01285 861670

Web Site: www.whitefriarssc.org



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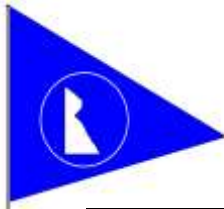
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3 What information we collect and why.

Type of information	Purposes	Legal basis of processing
Member's name, address, telephone numbers, e-mail address(es).	Managing Club membership. Managing the duty roster and other Club activities.	Performing the Club's contract with the Member.
Names and ages of the Member's dependents	Managing Club membership.	Performing the Club's contract with the Member.
Emergency contact details	Contacting next of kin in the event of emergency	Protecting the Member's vital interests and those of their dependents.
Date of birth / age related information	Managing Club membership categories which are age related.	Performing the Club's contract with the Member.
Gender	Provision of adequate and suitable facilities (including changing rooms and toilets) for members.	In the legitimate interests of operating the Club.
	Reporting information to the RYA.	In the legitimate interests of the RYA to maintain diversity data, for example as required by Sports Councils.
Bank account details of the member or other	Managing Club	Performing the Club's contract with the Member.



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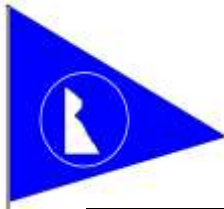
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Type of information	Purposes	Legal basis of processing
person making payment to the Club	membership. Provision of services and events.	
Member's special requirements for activities, for example equipment or care needs	Provision of adequate facilities for members. Provision of appropriate resources.	Consent. Members may choose to include medical information. Member may withdraw their consent by contacting us by e-mail or letter.
Member's name, telephone number(s) and e-mail address	Creating the Club's Membership Directory published in the Club Handbook for facilitation of communication between Club Members and Club duty roster arrangements.	Consent. We will seek the Member's consent on their membership application form and each membership renewal form. Member may withdraw their consent by contacting us by e-mail or letter. Removal from printed material occurs only with the printing of the next edition of the Club's Membership Directory.
Member's boat name(s) and sail number(s)	Managing race entries and race results.	In the legitimate interests of operating the Club.
	Sharing race results with other clubs, class associations, and the RYA, and providing race results to local and	In the legitimate interests of operating the Club and/or the legitimate interests of the RYA or other groups in its capacity as the national



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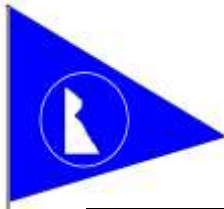
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Type of information	Purposes	Legal basis of processing
	national media.	body for all forms of boating.
	Allocating moorings and boat park spaces.	In the legitimate interests of operating the Club.
Photos and videos of members and their boats	Putting on the Club's website and social media pages and using in press releases.	<p>Consent. We will seek the Member's consent on their membership application form and each membership renewal form.</p> <p>Member may withdraw their consent by contacting us by e-mail or letter.</p> <p>Members can also raise any immediate concerns with the person taking images or Club officials in person.</p>
RYA Membership number (if applicable)	<p>Managing Club membership.</p> <p>Reporting information to the RYA.</p>	In the legitimate interests of operating the Club and/or the legitimate interests of the RYA in its capacity as the national body for all forms of boating.
RYA and other relevant training certifications	<p>Managing Club membership.</p> <p>Managing the duty rosters and other Club activities.</p>	In the legitimate interests of operating the Club and / or the legitimate interests of the RYA in its capacity as the national body for all forms of boating.
Member's name and e-mail address	Passing to the RYA for the RYA to conduct surveys of members of	In the legitimate interests of operating the Club and / or the legitimate interests of



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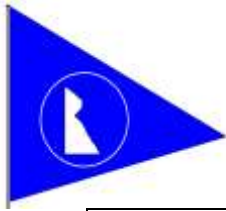
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	the Club (and members of other clubs affiliated to the RYA). The surveys are for the benefit of the Clubs (and other clubs) and/or the benefit of the RYA.	the RYA in its capacity as the national body for all forms of boating.
Instructor's name, RYA membership information address, email addresses, phone numbers and relevant qualifications and/or experience.	Managing instruction at the club.	In the legitimate interests of operating the Club and / or the legitimate interests of the RYA in its capacity as the national body for all forms of boating.
Club visitor name and name of Member visiting.	Managing Club operations and activities.	In the legitimate interests of operating the Club.
Closed Circuit Television (CCTV) images of the Club premises	Providing recorded surveillance of the Club.	In the legitimate interests of operating the Club.
Named contact information for Affiliated Groups.	Managing Affiliated Group Membership. Managing Club operations and activities.	In the legitimate interests of operating the Club.
Volunteer name, address, email addresses, phone numbers and relevant qualifications and/or experience.	Managing Club operations and activities.	In the legitimate interests of operating the Club.
Employees and representatives of	Managing Club operations and activities.	Establishing and managing Club contracts with



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Type of information	Purposes	Legal basis of processing
suppliers to the Club.		suppliers.



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4 How we protect your personal data

1. We will not transfer your personal data outside the EEA (European Economic Area) unless there is an adequate level of protection and appropriate safeguards are in place.
2. We have implemented generally accepted standards of technology and operational security in order to protect personal data from loss, misuse, or unauthorised alteration or destruction.
3. Please note however that where you are transmitting information to us over the internet this can never be guaranteed to be 100% secure.
4. For any payments which we take from you online we will use a recognised online secure payment system.
5. We will notify you promptly in the event of any breach of your personal data that might expose you to serious risk.

5 Who else has access to the information you provide us?

1. We will never sell your personal data. We will not share your personal data with any third parties without your prior consent (which you are free to withhold) except where required to do so by law or as set out in the table above or paragraph below.
2. We 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 maintain membership and berth subscriptions, to maintain the duty roster, to print newsletters and handbooks and to send you mailings). However, we disclose only the personal data that is necessary for the third party to deliver the service and we have a contract in place that requires them to keep your information secure and not to use it for their own purposes.



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6 How long do we keep your information?

1. We will hold your personal data on our systems for as long as you are a member of the Club and for as long afterwards as is necessary to comply with our legal obligations. We will review your personal data every year to establish whether we are still entitled to process it. If we decide that we are not entitled to do so, we will stop processing your personal data except that we will retain your personal data in an archived form in order to be able to comply with future legal obligations e.g. compliance with tax requirements and exemptions, and the establishment, exercise or defence of legal claims.
2. We securely destroy all financial information once we have used it and no longer need it.



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7 Your rights

1. You have rights under the GDPR:
 - 1.1. to access your personal data
 - 1.2. to be provided with information about how your personal data is processed
 - 1.3. to have your personal data corrected
 - 1.4. to have your personal data erased in certain circumstances
 - 1.5. to object to or restrict how your personal data is processed
 - 1.6. to have your personal data transferred to yourself or to another business in certain circumstances.
2. You have the right to take any complaints about how we process your personal data to the Information Commissioner: <https://ico.org.uk/concerns> 0303 123 1113. Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF

For more details, please address any questions, comments and requests regarding our data processing practices to our Membership Secretary at membership@whitefriarssc.org