

## **Privacy Notice**

North Herts Road Runners (The **Club**) is committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership, North Herts Road Runners is the Data Controller and is responsible for storing and otherwise processing that data in a fair, lawful, secure and transparent way.

### **What personal data we hold on you**

You may give us information about you by filling in forms at an event or online, or by corresponding with us by phone, e-mail or otherwise. This includes information you provide when you register with the Club, enter one of our events, or participate in discussion boards on our club app. The information you give us may include your name, date of birth, address, e-mail address, phone number, name of other EA affiliated Clubs with which you are registered and gender (Athletics Data).

We may also ask for relevant health information (such as whether you use an inhaler), which is classed as special category personal data as well as emergency contact details which is personal data.

### **Why we need your personal data**

The reason we need your Athletics Data is to be able to administer your membership, 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 member to provide the services you are registering for.

Reasons we need to process your data include:

#### **For training and competition entry**

- sharing personal data with club coaches or officials to administer training sessions;
- sharing personal data with club team managers to enter events;
- sharing personal data with facility providers to manage access to the facility (e.g. track); and
- sharing personal data with leagues, county associations (and county schools' associations) and other competition providers for entry in events.

#### **For funding and reporting purposes**

- sharing anonymised data with a funding partner as condition of grant funding e.g. Local Authority;
- analysing anonymised data to monitor club trends; and
- sending club surveys to improve your experience as a club member

#### **For membership and club management**

- processing of membership forms and payments;
- sharing data with committee members to provide information about club activities, membership renewals or invitation to social events;
- club newsletters or other forms of communication for promoting club activity;
- being able to contact an emergency contact in the event of you being involved in an incident or accident while attending a club training session or event, and
- publishing of race and competition results

### **Marketing and communications (where separate consent is provided)**

- sending information about promotions and offers from sponsors;
- sending information about selling club kit, merchandise or fundraising.

Any special category health data we hold on you is only processed for the purpose(s) of passing health data to coaches to allow the safe running of training sessions or other such club officials who could reasonably require it for their role. We process this data on the lawful basis of consent. Therefore, we will also need your explicit consent to process this data, which we will ask for at the point of collecting it.

On occasion we may collect personal data from non-members, such as any non-member participant who fills in a health disclaimer or form at a taster event or individuals who sign up to find out more information about the club at local publicity events and non-members participating in social events. This information will be stored for 52 weeks after an event and then destroyed securely. Our lawful basis for processing data is consent. Therefore, we will also need explicit consent from non-members to process this data, which we will ask for at the point of collecting it.

The club uses the following social media platforms: Facebook, Instagram, X, Flickr, Strava, Whatsapp and may sign-up to other social media. All members are free to join, follow and interact via these platforms. If you do so, please note that the provider of the social media platform(s) has their own privacy policies and that the club does not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data on the club social media platforms.

### **Who we share your personal data with**

When you become a member of the Club, you will also automatically be registered as a member of England Athletics Limited. We will provide England Athletics Limited with your Athletics Data which they will use to enable access to the MyAthletics portal. England Athletics Limited will contact you to invite you to sign into and update your MyAthletics portal. You can set and amend your privacy settings from the MyAthletics portal. If you have any questions about the continuing privacy of your personal data when it is shared with England Athletics Limited, please contact [dataprotection@englandathletics.org](mailto:dataprotection@englandathletics.org)

The Club does not supply any personal data it holds for this purpose to any other third party. The Club does not store or transfer your personal data outside of the UK.

### **How long we hold your personal data**

We will hold your personal data on file for as long as you are a member with us. Athlete data is updated every year on annual membership forms. Any personal data we hold on you will be securely destroyed after four years of inactivity on that member's account, in line with England Athletics Limited's retention policy. Your data is not processed for any further purposes other than those detailed in this policy.

### **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

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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.

If you have any questions about the way your data is managed by the club please contact the Club's Data Protection Officer, currently the Membership Secretary at [membershipnhrr@gmail.com](mailto:membershipnhrr@gmail.com)

### **Photography**

When you become a member of North Herts Road Runners, or participate in one of our events, we assume that you consent to your photograph/video being taken at club training, events and competitions and that these images may be used for the club website, our social media platforms, local press and promotional materials.

If you do not wish to be photographed you are responsible for notifying the camera operator of your opt out status, or removing yourself from any event where photography/video is in use. Failure to do so may result in your inclusion in a photograph/video which may be used by North Herts Road Runners on the media described above.

If you object to a photograph that has been published on the above media, please contact us at [membershipnhrr@gmail.com](mailto:membershipnhrr@gmail.com) and it will be removed.