

Maidenhead Rowing Club Privacy Statement

Maidenhead Rowing Club ('we' or the 'Club') is committed to protecting and respecting your privacy. This privacy statement sets out how the Club uses and protects the information that it collects and/or receives from members of the Club, Learn2Row course attendees, suppliers, contractors, employees or anyone hiring its premises, equipment and services etc.

A) Personal Data Held by the Club

The Club collects or receives some or all of the following personal data from the people mentioned above:

- a) name, address, phone numbers, email address,
- b) date of birth, an emergency contact's name and contact details, health status
- c) bank account details
- d) details of rowing and sculling skills and points earned
- e) data relating to training performance (indoor and outdoor) such as weight, speed, endurance and attendance etc
- f) relevant qualifications such as coaching, first aid, DBS certificate etc
- g) type of Club membership and British Rowing membership, including British Rowing ID Number
- h) photographs and videos of members at Club training and rowing events and other rowing events
- i) skills you are willing to volunteer for Club activities such as workdays and fundraising events.
- j) Disclosure and Barring Service (DBS) records
- k) Employee data, eg NI number etc.

B) How it is collected

These data are collected in a number of ways:

- a) Directly from you via online platforms, by email, forms completed by you or a parent/guardian or via squad captains and coaches etc
- b) From third parties such as the British Rowing ClubHub, FitClub.me, the EFA database and the DBS.

C) Why is it collected?

We collect these data in order to:

- a) run the Club and its activities in a safe and responsible manner
- b) to provide members with the services and activities outlined in the [Membership Terms & Conditions](#), squad sessions, coaching, safety advice
- c) provide a safe training environment for junior members
- d) run social and fundraising events
- e) to organise and run Learn2Row courses
- f) promote the Club, its activities and facilities
- g) keep members informed of the above
- h) to service our employment contracts
- i) to fulfil our commercial contracts.

The club has to show a valid lawful basis for processing your data. We consider these to be: 'Contract' which means we are fulfilling the terms and conditions of a contract, such as your membership agreement or employment contract; and 'Legal Obligation' which means the law says we have to do it. There is further information about this on the [ICO's website](#).

D) Who We Share Your Data With?

Officers and employees within the Club who are responsible for membership, event organisation and the day-to-day running of the Club and its activities will have access to the data that is relevant to their task. All persons with such responsibility have been trained in ensuring data is processed in line with GDPR.

Where Contract or Legal Obligation is not a lawful basis for processing your data it will only be passed to third parties with your consent.

We may also share your data with third parties to comply with a legal obligation upon us. In this event we will have a data processing agreement in place with such third parties to ensure data is not compromised. Third parties must implement appropriate technical and organisational measures to ensure the security of your data.

We do not share your data with bodies outside of the European Economic Area without your consent.

E) Protecting Your Data

We are aware of the requirement to ensure your data is protected against accidental loss or disclosure, destruction and abuse. We have implemented processes to guard against such.

F) Retention Periods

We only keep your data for as long as we need it. This will be at least for the duration of your contract with the Club and for as long as the Club has a legitimate interest or has a legal requirement to keep it.

G) Member Rights

You have certain rights in relation to the personal data we hold on you: (1) the right to be informed; (2) the right of access; (3) the right to rectification; (4) the right to erasure; (5) the right to restrict processing; (6) the right to data portability; and (7) the right to object. You can find more information on these rights on the ICO's website [here](#). If you wish to act on these rights, please contact the Club Chairman whose contact details are listed below.

H) Consent

Where you have provided consent to our use of your data, you also have the right to withdraw that consent at any time. This means that we will stop processing your data.

I) Making a Complaint

If you think your data rights have been breached, you are able to raise a complaint with the Information Commissioner (ICO). You can contact the ICO at Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF or by telephone on 0303 123 1113 (local rate) or 01625 545 745.

J) Data Protection Compliance

Our appointed compliance officer in respect of our data protection activities is our Chairman who can be contacted by:

Email - Chairman@maidenheadrc.org.uk

Post – The Chairman, Maidenhead Rowing Club, The Boathouse, River Road, Maidenhead SL6 0AT