Rochdale Harriers & A.C.

Privacy Notice

Any capitalised terms used in this document which are defined in the Club's constitution shall have the same meaning as in the Club's constitution.

The Club is committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership, the Club 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. The information you give us may include your name, date of birth, address, e-mail address, phone number, name of the EA affiliated clubs with which you are registered and gender ("Athletics Data"). We may also ask for relevant health information using our standard PARQ Form.

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 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, leaders or other 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 track or check delivery standards; and

- sharing personal data with leagues, other clubs 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; and
- analysing anonymised data to monitor Club trends.

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 newsletter promoting Club activity; 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 (e.g. fitness/ health checks or passing health data to coaches/leaders to allow the safe running of training sessions). 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 (e.g. such as any non-Member participant who fills in a health disclaimer or form (e.g. PARQ Form) at a taster event). This information will be stored for up to a week 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 has the following social media pages, e.g. Facebook, WhatsApp and Instagram. All Members are free to join these pages. If you join one of the Social Media pages, please note that provider of the social media platform(s) have 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 pages.

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 unless you opt out (e.g. if you join as a purely social member). 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.

The Club does not supply any personal data it holds on you to any other third party other than as described in this Notice. The Club does not store or transfer your personal data outside of the UK, save that where the Club needs to transfer your personal data overseas it is with the appropriate safeguards in place to ensure the security of that personal data.

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 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.

This privacy notice was approved by the Committee on 12th February 2024.

Signature of the Chair ……

Mr Nick Barton