

Southport Strollers Running Club (the Club) Privacy Policy and Compliance Statement

This document outlines the Clubs GDPR responsibilities and how the Club will meet those requirements.

The information that is collected by the Club and the legal basis for it, is identified in the Clubs Privacy Notice.

Processes for individuals to view and correct their personal data held by the Club, are outlined in the Clubs Privacy Notice

The terms of data storage of an individual's data are for no longer than 12 months after an individual membership expires. For prospective members, or those making enquiries of the Club, the data received will be held for no longer than 12 months.

The Club use 'Membermojo' for administering all aspects of your membership, they are the data processor and their privacy policy is found here: <https://membermojo.co.uk/mm/help/privacy>. In the event of a data breach the Club committee will investigate the causes, inform individuals affected, provide them with appropriate information and actively seek to prevent further occurrences in the future.

Training

Once per year a portion of a committee meeting will be dedicated to:

- reviewing the principles of GDPR compliance
- reviewing changes to the organisation and its processes and whether this has an impact on data protection and GDPR
- assess and provide the necessary training needs associated with protecting and managing individuals' data in line with GDPR requirements.

This will usually be the first committee meeting after the AGM to allow for any change in officers of the committee. Additional training will be provided to run leaders and also for anybody who needs it. This will also be the opportunity to ensure all relevant data is cleansed in accordance with the timescales stated above.

Addressing Individuals' Rights:

The right to be informed

When individuals become members of the Club, they are advised that their information will be stored, and provided with a link to the detailed 'Privacy Notice' explaining fully how their data will be stored, processed and protected. They will also be informed in the Privacy Notice for what reasons this is required and their rights.

When applying to be a member of the Club, they will be asked information relating to their medical/health to be shared with key committee members, run leaders and any medical responders to help safeguard their health and wellbeing. They will be informed that this is considered 'special category data' in GDPR terms and the use of this is defined in the Privacy Notice.

Upon joining, they will also have the right to decline use of their photographs/images.

The right of access

Each member has access to their records the Club holds on the membermojo system. Access to other data held by the Club, will be by request to the Club secretary. If a member does not have access to membermojo for whatever reason, this information may be requested from the Club Secretary. Providing this information will be free of charge and will be completed within one month.

The right to rectification

If information held on the membermojo system is incomplete or incorrect it can be corrected by the individual on the membermojo system. Any other data will be corrected, upon request, by the Club Secretary within two months.

The right to erasure

Information about individuals will be deleted as far as possible on request. The member will be informed that deleting the data may render their membership void.

The right to restrict processing

This is not applicable at this time, to the data held by the Club.

The right to data portability

Upon request, the membership secretary will provide a copy of the membership information relating to an individual in electronic format. This will be completed within one month.

The right to object

Upon request from an individual, the Club will ensure that they do not receive direct marketing materials about the organisation or products.

Children Under thirteen

Our products and services are not intended to be used by children under 13 years old. We will never knowingly collect data from or on children below 13 years old. If you become aware of such a child (or another person) supplying data on that child to us, please contact using the details shown in the 'Contacting us' section at the end of this Privacy Notice

This policy was agreed by: (signed and dated)

Malcolm Teale
Club Secretary

Sarah Pickerill
Club Chair



It will be reviewed no later than 31st July 2022