



## **PRIVACY STATEMENT**

(Please also refer to the Rugeley Runners Privacy Policy)

### **About Rugeley Runners (RR)**

Rugeley Runners is referred to in this document as 'RR' or 'The Club' and is represented by an elected committee. RR is a Running Club based in Rugeley, Staffordshire and is registered with England Athletics (EA). Members can choose to register with EA if they wish. RR is partnered with Rugeley Cricket Club (RCC), Chaseley Road, Rugeley Staffordshire WS15 2LQ where we meet on most Tuesday and Thursday evenings from 18:15 to start running at 18:30.

We have a website: [www.rugeleyrunners.org.uk](http://www.rugeleyrunners.org.uk)

### **What data RR will collect**

In becoming a member of RR, or for non-members participating in one of our beginners courses, RR will collect certain information about you which will include your name, date of birth, gender, email address, address, telephone number(s), relevant medical details and emergency contact details.

### **Why RR will collect it**

RR will collect and process your Personal Data on the basis of legitimate interests. The legitimate interests are the interests of registering you as a club member and to administer the RR club activities.

When you join RR, the Membership Secretary will retain a copy of your application form and transfer the data to a spreadsheet held by the Membership Secretary. We will only use your Data for the purposes of registering and administering your involvement in RR Club activities (social and athletic).

Details of members (normally only names) will be passed to RCC for the purpose of administering social activities and events at RCC.

If you choose to register with EA, RR will pass your details to EA for registration. Details of how EA use your personal data and ensure privacy can be obtained from [dataprotection@englandathletics.org](mailto:dataprotection@englandathletics.org). and by reference to the England Athletics Privacy Statement and Privacy policy available on the EA website: [www.englandathletics.org](http://www.englandathletics.org)

In the case of participants in the beginners courses, data will be retained only for the purpose of the administration of the course and the safe participation in the course.

Full details of the RR commitment to privacy is detailed in our Privacy policy

### **How long RR will keep it**

RR will retain your Data for such time as you are a member of RR and will then delete your information to a timescale as laid out in the Rugeley Runners Privacy Policy.

### **Your rights**

You have the following rights under data protection legislation:

1. to access a copy of the information comprised in your personal data;
2. to object to processing of your personal data that is likely to cause or is causing damage or distress
3. to prevent processing of your data for direct marketing;
4. to object to decisions being taken by automated means;
5. to have inaccurate personal data rectified, blocked, erased or destroyed
6. to claim compensation for damages caused by a breach of data protection legislation.

### **Sharing your data**

With the exception of RCC and EA (for EA-registered members), RR will not transfer your data to any other third parties without obtaining your consent. Data will be shared with RCC and EA as described above.

### **Privacy policy**

All of the personal data collected from you will be stored and processed in accordance with the terms of RR's privacy policy which can be found on the RR website and on the RR club notice board or by request from a committee member.

### **Complaints**

If you have any concerns or complaints in relation to how RR collects and/or processes your personal data, you should contact RR's Welfare Officer in the first instance or another Committee Member. If you are dissatisfied with how your concern/complaint is dealt with by RR, you have the right to report your concern/complaint to the Information Commissioners Office ([www.ico.org.uk](http://www.ico.org.uk))

Rugeley Runners Committee

4th April 2018