

G D P R Privacy Notice

Discovery Triathlon Club are committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership, Discovery Triathlon 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 yourself by filling in forms when you join, online, or by corresponding with us by phone, e-mail or otherwise. The information you give us may include your and you child's name, date of birth, address, e-mail address, phone number, gender. We may also ask for relevant health information or other data which is classed as special category personal data.

Why we need your personal data

The reason we need your 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 race entry

- sharing personal data with club coaches or officials to administer training sessions;
- sharing personal data with club coaches or officials to **advise** on entering events (we would not give your details to any race organisers);

For membership and club management

- processing of membership forms and payments;
- sharing data with club members to provide information about club activities, races, or invitation to social events;
- club newsletter promoting club activity; and
- publishing of session activities
- sending information about selling club kit, merchandise or fundraising.

Any special category health data we hold on you is only processed for the purpose of passing health data to coaches to allow the safe running of training sessions. This information is held on a spreadsheet and on your original membership form, these are kept in a secure location and on an encrypted USB. By completing our membership form on registering with us, it is assumed that you are happy to provide us with this information on this basis.

For those that do not continue to be a regular participant within our Club, information will be stored for one year since you last trained with us and then destroyed securely. Our lawful basis for processing data is consent.

The club has the following social media pages: Facebook, WhatsApp, Team App. 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 do 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

Your emergency contact details and health information is shared with the coaches to ensure safe running of sessions.

Your contact details i.e. email or phone number may be shared with members of the committee in the event that they wish to share club information with you.

With the exception of the above, the club does not supply any personal data it holds for this purpose to any other third party.

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, previous form will be securely destroyed. Any personal data we hold on you will be securely destroyed after one year of inactivity on that member's account.

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.