

# Chesham CC Privacy Policy

Reviewed : 2024

This policy sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us. Please read the following carefully to understand our views and practices regarding your personal data and how we will treat it.

For the purposes of the General Data Protection Regulation (“GDPR”) and the UK data protection laws including the Data Protection Act 2018, the controller is Chesham Cricket Club (the “Club”) of Amy Lane, Amersham Road, Chesham HP5 1NE.

## **What personal data does Chesham Cricket Club collect?**

The data we collect includes members’ names, addresses, email addresses and dates of birth, along with contact details for next of kin in case of emergency. We collect this data directly from our members. For some of our members we may have additional information such as any health issues that are relevant to training or playing cricket, Board and sub-committee memberships and, occasionally, any DBS checks done with your knowledge and permission.

## **CCTV**

The Club has CCTV security cameras installed for the purposes of crime prevention and public safety. Members and the wider community are notified of this via signs clearly displayed outlining the use of CCTV around the pavilion. CCTV data is kept for a period of 6 months, with access restricted to the Committee for use in relation to stated purpose of crime prevention and public safety.

## **What is this personal data used for?**

We use members’ data for the administration of your membership; the communication of information, the organisation of matches and other events, supporting the delivery of cricket sessions, dealing with medical needs/specific requirements and reporting of participation and any incidents and of figures and trends (including equality and inclusion information) to relevant bodies

## **Where does this data come from?**

Data for all of our members comes from their membership forms at the time they joined, with their updates.

## **How is your data stored?**

Most of our data, including our main membership database, is stored in digital form on computers.

## **Who is responsible for ensuring compliance with relevant laws and regulations?**

Under the GDPR (General Data Protection Regulation) we do not have a statutory requirement to have a Data Protection Officer. The Management Committee is responsible for ensuring that the Club discharges its obligations under the GDPR and is responsible for maintaining a log of data breaches and notifying the ICO and any members affected as necessary, in accordance with our legal obligations.

## **Who has access to your data?**

Members of the Club Committee have access to members’ data in order for them to carry out their legitimate tasks for the Club, such as responding to enquiries from those members. Members of the

Committee and its sub-committees will be given access to this data for any legitimate purpose to do with their roles as officers of the organisations or members of their committees, but will not be free to pass it on to any other organisation. Team managers and administrators have limited access to members data in order for them to carry out their legitimate tasks for the Club, such as determining availability to play in matches.

**What is the legal basis for collecting this data?**

The Club collects personal data that is necessary for the purposes of its legitimate interests as a membership organisation and as the authority of an internationally recognised and regulated, competitive sport. Personnel data is kept in compliance with our legal obligations.

**Your Rights**

You have the right of access to your personal data and, in some cases, to require the Club to restrict, erase or rectify it or to object to the Club processing it. Where you have given your consent to any processing of personal data, you have the right to withdraw that consent at any time. If you do, it will not affect the lawfulness of any processing for which we had consent prior to your withdrawing it.

**Contacts**

If you have any concerns or complaints about how we are handling your data please or wish to exercise any of your rights do not hesitate to get in touch with a member of the Committee at the Club. You can also contact the Information Commissioner's Office (details can be found at [www.ico.org.uk](http://www.ico.org.uk)).