



# LINCOLN WELLINGTON ATHLETIC CLUB

## PRIVACY STATEMENT

Lincoln Wellington Athletic Club (LWAC) are committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership, LWAC is the Data Controller and is responsible for storing and otherwise processing that data in a fair, lawful, secure and transparent way.

### What data we collect

In becoming a member of LWAC, LWAC will collect certain information about you which will include your:

- Name.
- Date of birth.
- Gender.
- URN number.
- Email address.
- Postal address.
- Telephone number(s).
- Names of any previous EA affiliated clubs that you were a member of.
- Details of any coaching or officiating licenses you hold.

The above is known as "Athletics Data".

We may also request "Other Data":

- The full name, address and telephone numbers of two nominated emergency contacts.
- Relevant health information and details of any medication you may be taking.

Why we collect "Athletics Data" and "Other Data":

To be able to administer your membership, and provide the membership services you are signing up to when you register with the club.

For the purposes of registering you as a member of England Athletics and administering your involvement in the sport.

We will process it on the basis of legitimate interests.

We will only use it for the purposes of registering and administering your involvement in the sport with parties other than England Athletics.

For use in situations where it may be necessary to contact your nominated emergency contact.

For use in situations where it is necessary to provide information about your health and medication to medical practitioners.

To be able to contact you when necessary.

England Athletics.

When you become a member of LWAC, we automatically register you as a member of England Athletics Limited. 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](mailto:dataprotection@englandathletics.org)]

### Protecting your information

The data that we collect from you is held in an Excel based database and is stored securely on a Dropbox server and only accessible by a restricted number of the clubs management committee.

By submitting your personal data, you agree to this storage.

We will take all reasonable steps to ensure that your data is treated securely.

The Internet is not generally a secure medium for communication and therefore we cannot guarantee the security of any information you send to us over the Internet.

### How long we will keep it

We will retain your Athletics Data for such time as you are an athlete registered with us and will then delete your information within 4 years of your resignation.

### Your rights

You have the following rights under data protection legislation:

1. to access a copy of the information comprising 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 for direct marketing;
4. to object to decisions being taken by automated means;
5. in certain circumstances, to have inaccurate personal data rectified, blocked, erased or destroyed;
6. Whilst you are not obliged to share your personnel data with LWAC, if you don't we may not be able to register or administer your membership.

### Sharing your data

We will not share your data other than identified above.

### Non-Members.

On occasion we may collect personal data from non-members (such as any non-member participant who fills in a health disclaimer or form at one of our events).

This information will be stored until the end of LWAC financial year 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.

### Social Media.

LWAC has the social media pages . 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.

### Complaints

If you have any concerns or complaints they should be addressed to the club Chairperson.

End.