# **BIRKENHEAD SWIMMING CLUB**

www.birkenheadsc.org.uk

## Website Privacy Policy – General Data Protection Regulations 2018

This Policy should be read in conjunction with the Birkenhead Swimming Club Privacy Policy which is available from the "Club Documents" section of the website

#### Introduction

We take care to protect the privacy of members of Birkenhead Swimming Club. This privacy policy explains how we collect, store and use data about you.

#### Cookies

This website www.birkenheadsc.org.uk does not use cookies.

#### Personal data you submit

On the "club documents" page within the website you have the option to submit personal information using our membership form, by email, so that we may progress your membership application directly to Swim England and enter it on the club HY-TEK Sports Systems database.

On the **"contact us"** page within the website you have the option to email us with enquiries so that we might send you further information.

#### Disclosure

We will not disclose any personal information we collect about you to a third party without your consent.

In connection with any membership application you make your information will be passed to Swim England using the "ASA Online Membership System"

In connection with any request or enquiry you make, your information will be passed to the relevant club contact.

Birkenhead Swimming Club may disclose your Personal Information to meet legal obligations, or valid request, including, reporting and investigations under the ASA Wavepower Child safeguarding policy and procedures.

#### Consent

By submitting your personal information through this website, you are consenting to it being processed by Birkenhead Swimming Club in the manner described above.

If you have submitted personal information through this website and wish us to cease using it for the purposes described above, please email: <u>webmaster@birkenheadsc.org.uk</u>

#### **Retention Policy**

Birkenhead Swimming Club will process personal data during the duration of your membership after which your data will be deleted. We will continue to store only personal data needed to meet any legal or Swim England obligations. We may also continue to store performance data which is part of the clubs competitive records.

#### Links from our site

Our website contains links to other websites.

Please note that we have no control of websites outside the Birkenhead Swimming Club domain. If you provide information to a website to which we link, we are not responsible for its protection and privacy. Always be wary when submitting data to websites. Read the site's data protection and privacy policies fully.

### Complaints

In the event that you wish to make a compliant about how your personal data is being processed by Birkenhead Swimming Club, you have the right to complain to the club Chair. If you do not get a response within 30 days you can complain to the ICO.

The details for each of these contacts are:

Mr R Smither, Chair, Birkenhead Swimming Club

email webmaster@birkenheadsc.org.uk

#### ICO

Wycliffe House, Water Lane, Wilmslow, SK9 5AF Telephone 0303 123 1113 or email: https://ico.org.uk/global/contact-us/email/







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