



Privacy Policy

Introduction

This policy applies to personal information collected by Sandy Cricket Club and sets out the principle governing our processing of that information, in the way we use, keep secure and disclose it under the Data Protection Act (1998) and the General Data Protection Regulations (2018) Your personal information that is necessary for us to operate our membership includes given and last names, address, post code, telephone and/or mobile numbers and email address. Also, the date of birth for junior members.

How do we collect this personal information?

All the information collected is obtained directly from you. This is usually at the point of your application for membership or annual renewal of membership. At the point you provide your personal information for membership purposes, we will also request that you provide consent for us to store and use your data. Your consent is required to ensure our compliance with data protection legislation.

How do we use your personal information?

We limit the collection and use of your personal information. We will tell you the purpose for which we will process the information. Such purposes may include the following:

- Maintaining our Club data base, to facilitate the administration and management of the Club.
- Contacting you with information relating to your membership and details of events and other matters which we think will be of interest to you.
- Communicating membership information to affiliated organisations and cricket clubs.
- Communicating membership information to the ECB, Cricket East, Bedfordshire Invitational Saturday Cricket League, Bedford Indoor Cricket League.
- Communicating information for producing and printing of our Members Handbook.

Where we need to share your information with an external organisation we will ask your permission.

Timescale

We will store your information electronically and paper-base from the point of collection for as long as you are a member of the Club. After you cease to be a member your personal information will be retained for a period of 3 months before being deleted/destroyed.

Opt-out choice

You have the right to withdraw at any time your agreement to any of the individual consent options by writing to the Club Secretary. If now or at any time in the future, you decide you do not wish to receive information from us please inform the secretary by email or letter. Withdrawal of consent will be acted on within 3 months.

Security

We strive to protect the privacy and security of our database, and to maintain the reliability and accuracy of Personal Information. We will hold information collected by us on a computer and in other forms. Although we cannot guarantee the security of all transmissions of personal information, especially where the internet is involved, we take all reasonable steps to ensure security of all transmissions. You accept the inherent



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security implications of providing information and will not hold us responsible for any breach of security or disclosure of information unless we have been proved to be negligent.

With whom do we share your information?

The people who may have access to your Personal Information are:

- Committee members of Sandy Cricket Club
- Other members of Sandy Cricket Club
- ECB
- Cricket East
- Bedfordshire Invitational Saturday Cricket League
- Bedford Indoor Cricket League
- Other affiliated clubs
- Website administrator

Photographs

We may take photographs of you attending matches or other events and we may wish to use them for marketing or advertising purposes, or publishing on the website. We will only include details or names of any person in an image on our website or in printed publications for a good reason. For example, we may include the full name of a competition prize winner.

Information Access and Corrections

You need to inform the secretary of any changes to your personal information. You have right of access under the General Data Protection Regulations to information we hold about you on our records.

Policy changes

This policy may change from time to time. If we make any major changes we will inform you by email or letter.