



PRIVACY NOTICE (GDPR)

For existing and new members

Newtonhill Netball Club (NNC) as part of Aberdeen District Netball Association are affiliated to Netball Scotland Limited (Netball Scotland), the National Governing Body of netball in Scotland, the membership organisation responsible for the governance and development of the sport across the country. Newtonhill Netball Club gather its members data, and subsequently affiliate all club members with Netball Scotland to ensure that we are providing a safe, inclusive and fun environment for our members encouraging opportunities for all to grow, develop and succeed within the sport of netball.

What this privacy notice covers

Newtonhill Netball Club is committed to protecting your personal information. In this notice, references to 'we' and 'us' means Newtonhill Netball Club. This notice explains how we collect and use the personal information about you.

What we need

Newtonhill Netball Club will be a "controller" of the personal information that you provide us in this form, unless otherwise stated.

When you register as a member of Newtonhill Netball Club or renew your membership (including if you are registering on behalf of a child under the age of 18), we will ask you for the following personal information:

- Contact details – name, email address, phone number, emergency contact phone number
- Date of birth – to allocate the appropriate membership category and confirm your eligibility for events and courses
- Membership category – i.e. senior, non playing, junior, volunteer etc.
- Equality information – gender, disability, religion, ethnicity, sexual orientation
- Any health and wellbeing related information that may affect abilities – asthma, piercings etc.
- Payment details – bank account number, sort code, card details etc. (as required for reimbursement purposes)

Why we need your personal information – contractual purposes

We need to collect our members' personal information so that we can manage your membership.

We will use our members' personal information to:

- provide you with core member services, including, insurance, licensing and PVG checks;
- send you membership communication by email in relation to essential membership services, including but not limited to, general meeting notices, membership renewals and information on membership fees.



If you do not provide us with all of the personal information that we need to collect, then this may affect our ability to offer the above membership services and benefits.

Why we need your personal information – legitimate purposes

We also process our members' personal information in pursuit of our legitimate interests to:

- promote and encourage participation in the sport of netball by sending members' communications and booking information for upcoming competitions and events. Our competitions and events may be filmed or photographed, and your personal information may also be used in images captured from our competitions and events, which we may use for promotional, education and development purposes;
- provide competition in the sport of netball by accepting and managing entries for competitions and checking your personal information to ensure you are entered in to the correct competition;
- develop and maintain our members' qualifications, including sending email communications to members to inform you of upcoming courses, renewal requirements and verify that you have completed any mandatory training and PVG / child protection requirements;
- invite our members to our annual or seasonal social events by email / telephone; and
- respond to and communicate with members regarding your questions, comments, support needs or complaints, concerns or allegations in relation to the sport of netball. We will use your personal information to investigate your complaint, suspend membership and take disciplinary action where appropriate.

Where we process your personal information in pursuit of our legitimate interests, you have the right to object to us using your personal information for the above purposes. If you wish to object to any of the above processing, please contact us on info@newtonhillnetballclub.org.uk. If we agree and comply with your objection, this may affect our ability to undertake the tasks above for the benefit of you as a member.

Why we need your personal information – legal obligations

We are under legal obligation to process certain personal information relating to our members for the purposes of complying with our obligations under:

- the Protection of Vulnerable Groups (Scotland) Act 2007 to check that our coaches and volunteers are able to undertake regulated work with children and vulnerable adults.
- health and wellbeing information ("Special Category Personal Data") to maintain a safe environment for all members whilst undertaking netball related activities such as training, games and fund raising events.

Other uses of your personal information

We may ask you if we can process your personal information for additional purposes. Where we do so, we will provide you with an additional privacy notice with information on how we will use your information for these additional purposes.



Who we share your personal information with

- We may be required to share your personal information with statutory or regulatory authorities to comply with statutory obligations. Such organisations may include the Health & Safety Executive, Disclosure Scotland, and Police Scotland for the purposes of safeguarding children.
- We may share your personal information with our professional and legal advisors for the purposes of taking advice.
- As an affiliated club of Netball Scotland we are required to ensure that all of our members are members of Netball Scotland as a condition of affiliation. We will share your name, address, telephone number, email address, date of birth, and any other information they may require in order to carry out their responsibilities as a Sports Governing Body in Scotland. Netball Scotland will become a “controller” of your personal information when they receive it. Netball Scotland’s privacy notice explains how they use your personal information and their reasons for contacting you. Please read this over by viewing the document on the Netball Scotland website; <https://www.netballscotland.com/governance/policy-documents/>. This document also details how you can amend your communication preferences should you wish. Please note, Newtonhill Netball Club agree to all communication opt ins when completing your affiliation with Netball Scotland.
- We may share your personal information with other members of Newtonhill Netball Club for the purpose of coordinating teams for competitions.
- We may share your personal information with our relevant Local Association for the purposes of registering you for competitions and events.

In the event that we do share personal information with external third parties, we will only share such personal information strictly required for the specific purpose and take reasonable steps to ensure that recipients shall only process the disclosed personal information in accordance with those purposes.

How we protect your personal information

Your personal information (not banking information) is stored in a secure, staff-controlled filing unit at the Bettridge Centre (Greystone Pl, Newtonhill, Stonehaven AB39 3UL) and electronically on a password protected Microsoft OneDrive (cloud base) account. Your personal information is accessed by our appointed Club Committee and Club Coaches for the purposes set out above.

How long we keep your personal information

We will only keep your personal information for as long as necessary to provide you with membership services. Unless you ask us not to, we will review and possibly delete your personal information where you have not renewed your membership with us within 3 months.

Your rights

You can exercise any of the following rights by writing to us at info@newtonhillnetballclub.org.uk. Your rights in relation to your personal information are:

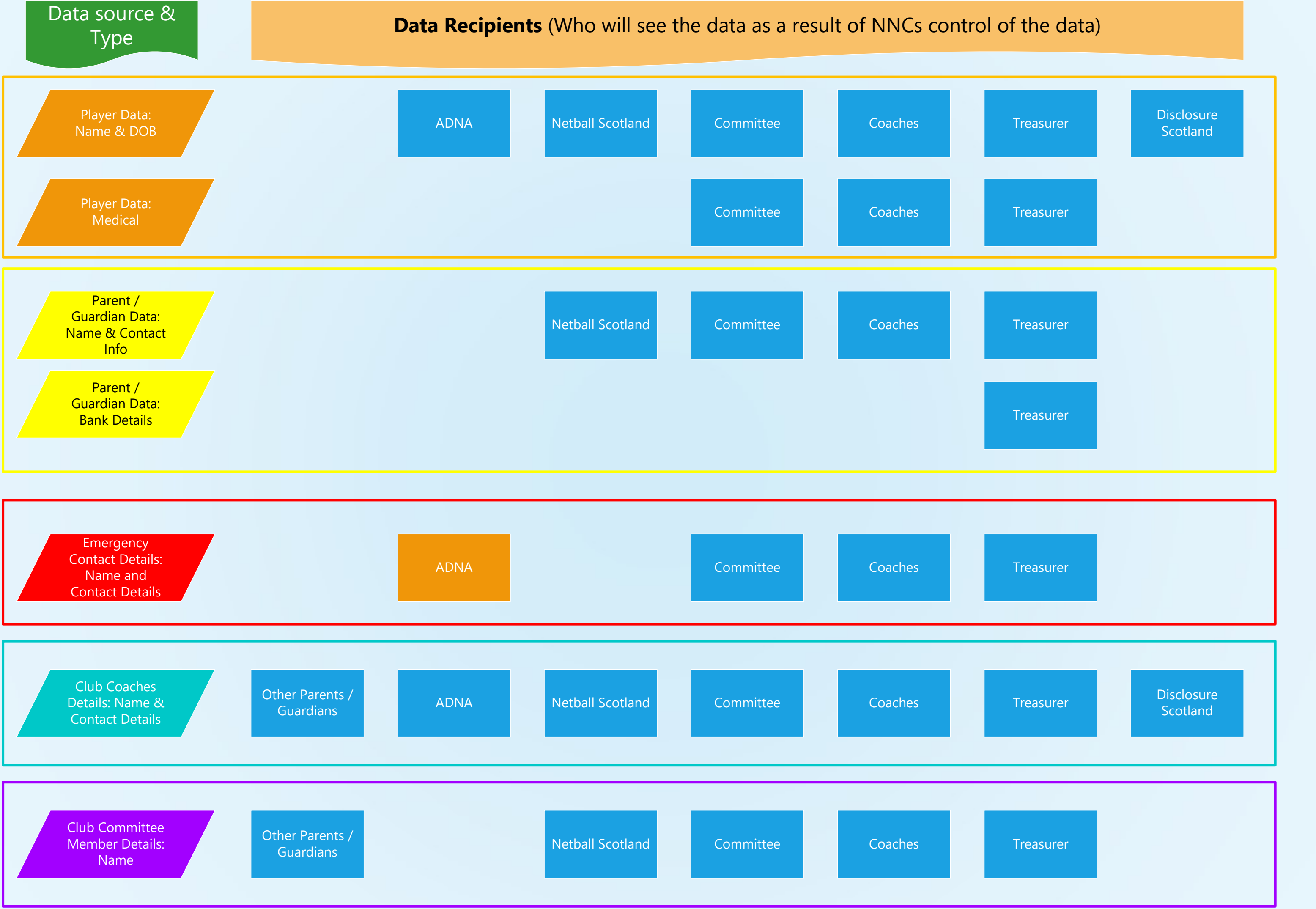


- you have a right to request access to the personal information that we hold about you by making a “subject access request”;
- if you believe that any of your personal information is inaccurate or incomplete, you have a right to request that we correct or complete your personal information;
- you have a right to request that we restrict the processing of your personal information for specific purposes; and
- if you wish us to delete your personal information, you may request that we do so.

Any requests received by Newtonhill Netball Club will be considered under applicable data protection legislation. If you remain dissatisfied, you have a right to raise a complaint with the Information Commissioner’s Office at www.ico.org.uk

Consent

By registering with Newtonhill Netball Club you agree to your information being used as set out above, unless you contact us to advise otherwise.



Data Recipients (Who will see the data as a result of NNCs control of the data)