**Rock Rowing Club Privacy Notice**

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

**What personal data we hold on you**

You may give us information about yourself by filling in forms at an event or online, or by corresponding with us by phone, e-mail or otherwise. This includes information you provide when you register with the Club, take part in a rowing session as a guest rower, subscribe to our newsletter, or participate in discussion boards on our website. The information you give us may include your name, date of birth, address, e-mail address, phone number, gender, membership of other rowing clubs. We may also ask about your swimming ability and for relevant health information, which is classed as special category personal data.

**Why we need your personal data**

The reason we need your data is to be able to administer your membership, and provide the membership services you are signing up to when you register with the club. Our lawful basis for processing your personal data is that we have a contractual obligation to you as a member to provide the services you are registering for.

Reasons we need to process your data include:

**For training and competition entry**

* sharing personal data with club coaches or officials to administer training/rowing sessions;
* sharing personal data with club team captains/coordinators to select crews and enter events;
* sharing personal data with CPGA, CRA, and other competition providers for entry in events.

**For funding and reporting purposes**

* sharing anonymised data with a funding partner as condition of grant funding e.g. Local Authority;
* analysing anonymised data to monitor club trends;
* sending an annual club survey to improve your experience as a club member

**For membership and club management**

* processing of membership forms and payments;
* sharing data with committee members to provide information about club activities, membership renewals or invitation to social events;
* club newsletter promoting club activity;
* publishing of race and competition results

**Marketing and communications (where separate consent is provided)**

* sending information about promotions and offers from sponsors;
* sending information about selling club kit, merchandise or fundraising.

Any special category health data we hold on you is only processed for the purpose(s) of checking that you are fit to row and passing health data to coaches/coxes to allow the safe running of rowing sessions. We process this data on the lawful basis of consent. Therefore, we will also need your explicit consent to process this data, which we will ask for at the point of collecting it.

On occasion we may collect personal data from non-members such as any non-member participant who fills in a water sports readiness questionnaire at a taster event or when taking part in a rowing session as a guest rower. This information will be stored for 4 weeks after an event 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.

The club uses/may use social media pages including: Facebook, WhatsApp, Instagram. All members are free to join these social media. If you join one of the social media pages, please note that the providers 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.

**Who we share your personal data with**

We share membership information with The Cornish Pilot Gig Association and the Cornish Rowing Association. The Club does not supply any personal data it holds for this purpose to any other third party. The Club does not store or transfer your personal data outside of the UK.

For the purposes of club management, individual members may choose to share their personal data with other club members or outside organisations (for example as a point of contact for prospective members/other organisations or to enable members to contact captains/coxes and other club officials). Our lawful basis for sharing an individual’s data in this way is consent. Therefore, we will also need your explicit consent to share your data, which we will ask for before sharing.

**How long we hold your personal data**

We will hold your personal data on file for as long as you are a member with us. Any personal data we hold on you will be securely destroyed after four years of inactivity. Your data is not processed for any further purposes other than those detailed in this policy.

**Your rights regarding your personal data**

As a data subject you may have the right at any time to request access to, rectification or erasure of your personal data; to restrict or object to certain kinds of processing of your personal data, including direct marketing; to the portability of your personal data and to complain to the UK’s data protection supervisory authority, the Information Commissioner’s Office about the processing of your personal data.

As a data subject you are not obliged to share your personal data with the Club. If you choose not to share your personal data with us we may not be able to register or administer your membership.