



## Ormesby Youth Football Club Privacy Policy



At Ormesby Youth Football Club we take your privacy very seriously.

This Privacy Policy sets out how we use and look after your personal information we collect from you. As the organisation who is responsible for, and controls the processing of your personal data, we are the data controller, and sometimes also the data processor, and will take reasonable care to keep your information secure and to prevent any unauthorised access or use of it.

We may update this Privacy Policy from time to time and will inform you of any changes that we make which affects how we handle your personal data.

### What information we may collect from you

Personal data means any information about an individual from which that individual can be identified.

We may collect, use, store and transfer some personal data of our participants (and their parents or guardians), and other members. The data we collect from participants may include:

- Name, date of birth and gender.
- Contact information, such as home address, email address and telephone numbers.
- We may hold some health data or other special category data of some of our participants or members for the purposes of their health, well-being and welfare and, safeguarding. Where we hold this data, it will be with the explicit consent of the participant or, if applicable, the participant's parent or guardian.

Where we need to collect personal data to fulfil our responsibilities and a participant fails to provide that data, we may not be able to honour or administer their participation in football as the County FA requires this.

### How we collect your personal data

A participant may give us their personal data by filling in forms or by corresponding with us by post, phone, email, in person, via our website or otherwise. This will typically be provided by us to the Football Association through inputting the participant's details into the Whole Game System. Other participants, such as referees, may input their own data into the Whole Game System

### How we use your personal data

We will use your personal information only for the purposes for which we have been provided with such information. The information contained in the table below, describes the ways we use your personal data, and which of the legal bases we rely on to do so.

We have also identified what our legitimate interests are where appropriate.

<b>Purpose/Processing Activity</b>	<b>Lawful Basis for processing under Article 6 of the GDPR.</b>
Processing registration forms	Performance of a contract
Subscription payments	Performance of a contract
Sharing data with the leagues	Performance of a contract
Sharing data with the FA	Performance of a contract
Sharing data with referees	Performance of a contract
Information sent via the website	Performance of a contract
Sharing data with coaches, including health, welfare or safeguarding information	Performance of a contract
Sharing data with the committee members, such as in welfare and safeguarding situations	Performance of a contract
Sharing data with other clubs when participants enter tournaments	When participants enter tournaments or events at other clubs, their personal data, including their full name and date of birth is shared. This is necessary as the event organisers must legally share this personal information with the FA.

### **Who we share your personal data with**

When you register as a participant at Ormesby Youth Football Club, your personal data is uploaded to the FA Whole Game System database. The information is also shared with the league which the participant is registered with, and they will have their own privacy policy to ensure the protection of your personal data.

We may disclose personal information to third parties to comply with a legal obligation; or to protect the rights, property, or safety of our participants, members or affiliates, or others.

In the event of a safeguarding concern, personal data will be shared with the Police, Children's Social Services, the Norfolk FA Safeguarding Team and potentially the league or other agencies such as the NSPCC.

### **Protection of your personal data**

Whilst a participant is signed to our club, we will store the paper registration form securely. The electronic version will be stored using password protection. Data will be deleted at the end of the football season. If a participant leaves the club during the playing season, we will destroy their personal data from our systems. However, it may be necessary to retain some personal data for legal or regulatory reasons. If you wish for your data stored with the FA to be removed from the Whole Game System, please contact the County FA.

## Your rights regarding your personal data

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

If participants have any questions about this Privacy Policy, then please contact the Ormesby Youth Football Club Committee.



Club Welfare Officer



Club Chairman