

## **Kettering Hockey Club Data Protection Policy**

### **1. About this Policy**

1.1 This policy explains when and why we collect personal information about our members and instructors, how we use it and how we keep it secure and your rights in relation to it.

1.2 We may collect, use and store your personal data, as described in this Data Privacy Policy and as described when we collect data from you.

1.3 We reserve the right to amend this Data Privacy Policy from time to time without prior notice. You are advised to check our website <http://www.ketteringhockeyclub.co.uk/> (but amendments will not be made retrospectively).

1.4 We will always comply with the General Data Protection Regulation (**GDPR**) when dealing with your personal data. Further details on the GDPR can be found at the website for the Information Commissioner ([www.ico.gov.uk](http://www.ico.gov.uk)). For the purposes of the GDPR, we will be the “controller” of all personal data we hold about you.

### **2. Who are we?**

2.1 We are Kettering Hockey Club and we can be contacted via the website <http://www.ketteringhockeyclub.co.uk/>

<b>3. What information we collect and why. Type of information</b>	<b>Purposes</b>	<b>Legal basis of processing</b>
Member's name, address, telephone numbers, e-mail address(es), Gender	Managing the Member's membership of the Club.	Performing the Club's contract with the Member. For the purposes of our legitimate interests in operating the Club.
The names and ages of the Member's dependants	Managing the Member's and their dependants' membership of the Club	Protecting the Member's vital interests and those of their dependants
Emergency contact details	Contacting next of kin in the event of emergency	
Date of birth / age related information	Managing membership categories which are age related	Performing the Club's contract with the Member.
Medical Information	Improve Health and Safety Provision	Performing the Club's contract with the Member.
Coaching / Umpire Qualifications	Managing the Member's membership of the Club.	Performing the Club's contract with the Member.

### **4. Methods of Contact from the Club**

4.1 Kettering Hockey Club have the following official direct communication

4.1.A E-mail from GMAIL – Used for Group E-mails

4.1.B E-mail from Pitchero – Used for Group E-mails

4.1.C Phone communication and E-mails from club committee members such as captains to arrange games or social secretary to alert members of new updates.

4.2 There are currently no other forms of official communication from Kettering Hockey Club. If you have any concerns please e-mail [membership@ketteringhockeyclub.co.uk](mailto:membership@ketteringhockeyclub.co.uk)