Privacy Notice

Tunbridge Wells Harriers are committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership, Tunbridge Wells Harriers 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 you 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, join our email group and/or Facebook groups, or request access to a Spond group. The information you give us may include your name, date of birth, address, e-mail address, phone number, name of the EA affiliated Clubs with which you are registered and gender (Athletics Data). Additionally we will ask for your Emergency Contact details (name/email/number).

Why we need your personal data

The reason we need your Athletics 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 is that we have a contractual obligation to you as a member to provide the services you are registering for. We rely on legitimate interests as our lawful basis to use third party applications and services to support our communications and general administration of club activities.

Reasons we need to process your data include:

For training and competition entry

- sharing personal data with club coaches or officials to administer training sessions;
- sharing personal data with club team managers to enter events;
- sharing personal data with leagues, county associations 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; and
- 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 and availability of club kit; and
- publishing of race and competition results

The club has the following social media pages - Facebook, Twitter, and Instagram. All members are free to join these pages. If you join one of the Social Media pages, please note that provider 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.

The club's main method of organising club activities is via Spond. All members and potential members are free to join the relevant Spond group. Spond has its own privacy policy which you are advised to review. Tunbridge Wells Harriers is unable to accept any responsibility or liability for the Spond privacy policy.

Who we share your personal data with

When you become a member of the Club, we will share your data with England Athletics for the purposes of registering you for an England Athletics competition licence/affiliation fee. They will use this data to enable access to the MyAthletics portal. England Athletics Limited will contact you to invite you to sign into and update your MyAthletics portal. You can set and amend your privacy settings within the MyAthletics portal. If you have any questions about the continuing privacy of your personal data when it is shared with England Athletics Limited, please contact dataprotection@englandathletics.org. Please be aware that you must be registered with England Athletics Limited to compete for the club. The club does not supply any personal data it holds for this purpose to any other third party.

We also use Spond to manage your personal data. The system allows us to provide a booking system and create statistics on session attendance. A copy of Spond's privacy policy can be viewed at https://www.spond.com/privacy/.

The Club's data processing may require your personal data to be transferred outside of the UK for the purpose of Spond, cloud hosting/ etc. Where the Club does transfer your personal data overseas it is with the appropriate safeguards in place to ensure the security of that personal data.

How long we hold your personal data

We will hold your personal data for as long as you are a member with us. Members that do not renew their membership within the prescribed window of time will cease to be members of the club. Any personal data we hold on you will be securely destroyed after four years of inactivity on that members account. 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.