

Data Protection Policy

Readstone United Junior Football Club (“the Club”) takes the privacy of the information provided to it by its members very seriously and this policy sets out how the Club manages personal data and complies with the General Data Protection Regulations.

The Club is the ‘Data Controller’ responsible for the processing of personal data provided to it for the purpose of managing the Club and administering the provision of organised and structured opportunities for children to play football. We take reasonable care to keep this personal data secure, and to prevent any unauthorised access to, or use of, it.

What Personal Data Does the Club Hold?

Personal data is information that relates to an identified or identifiable individual (a member) that the Club collects, uses, stores or transfers. Members may provide details about themselves and their children when they register their child to play for the Club, and when they communicate with us in writing, by phone, e-mail or otherwise. The information received by the Club may include a name, date of birth, gender, address, e-mail address, phone number and contact details of a 3rd party for use in the case of an emergency. The Club may also ask for information on any relevant medical condition that a player may have – which is classed as special category personal data – for the purposes of health, well-being, welfare and safeguarding. Where the Club hold this data it will be at the explicit consent of the participant or, if applicable, the participant’s parent or guardian.

Why does the Club need this Personal Data?

The Club will only use personal data for the purpose for which it has been specifically provided i.e. the management of the Club and the achievement of its objectives, which includes:

- processing Player Registration Forms
- processing fees and subscriptions
- organising training sessions and matches
- advising parents/carers and players of fixtures and training details
- sharing data with Club officials
- recording player medical conditions.

Who do we share Personal Data with?

The Club will share personal data with:

- relevant local Leagues affiliated to the Lancashire Football Association
- Lancashire Football Association
- The Football Association

These organisations will keep such data secure, and only use this data for the smooth running of their operations, and not allow access to this data to any other organisations. The club will not share personal data with any other external organisation without the explicit permission in writing of the relevant person.

Personal Data

The Club will ensure that all data is held on password-protected equipment and have appropriate security measures in place to prevent personal data being accidentally lost, used or accessed in any unauthorised way, altered, or disclosed.

Personal data will only be kept for the duration of the player’s or their parent’s or guardian’s membership of the Club plus one year. The extra year is deemed necessary in the event of a need to contact the player during the following season. If a member would like to know what personal data is being held by the Club, they should contact the Club Secretary.

This policy will be provided annually to Players and their Parents / Carers when a Player Registration Form is completed. By signing the annual Player Registration Form all players and their Parents / Carers will accept the Club’s management of their personal data as set out in this Policy document.