

# WILMSLOW PHOENIX SPORTS WPSC

## PRIVACY POLICY



Last updated: January 2022

This Privacy Policy describes Wilmslow Phoenix Sports Club ("WPSC" "Our", "We") policies and procedures on the collection, use and disclosure of your information when You use the Service and tells you about your privacy rights and how the law protects you.

We use Your personal data to provide and improve Membership Services ("Service"). By using the Service, You agree to the collection and use of information in accordance with this Privacy Policy.

### **1. Collecting and Using Your Personal Data**

#### **(a) Section members**

As a member of a Section (Wilmslow Hockey Club or Wilmslow Lacrosse Club), your data is held by that Section in accordance with its privacy policy. WPSC does not hold any personal data of Section members.

#### **Use of Your Personal Data by WPSC**

In order to comply with the terms of WPSC's constitution, and to enable Section members to benefit from the discounted bar prices and other WPSC initiatives, WPSC may occasionally request from the relevant Section:

- the full name of Section members from the Sections' databases to be released to North West Business Machines Limited. A copy of their privacy policy can be found at <https://www.nwbm.co.uk/>
- the name and contact details (email, address, phone number) of individual Section members required in respect of the WPSC discipline policy.

#### **(b) WPSC Social members**

If you have joined as a Social Member of WPSC, and not as a member of a Section, your data is held on a database by the WPSC Membership Secretary. WPSC collects your Personal Data on the membership registration form for the purpose of taking up membership of WPSC. Your membership data is processed because it is necessary for us to do so to provide you with membership

Services. If you do not provide the required information we will not be able to enrol you at WPSC and you will be unable to be a social member at WPSC.

We collect Personal Data including the following:

- Email address
- First name and last name
- Phone number
- Address, City, County, Postal code
- Medical information
- Emergency contact name and phone number

Your Personal Data will be held on a secure cloud database.

Please keep us updated if any of your Personal Data change.

### **Use of Your Personal Data by WPSC**

WPSC may use Personal Data for the following purposes:

- **To manage Your Account:** to enrol you in WPSC as a social member and as a user of the Service and to maintain our membership database.

- **To enable You to take part in WPSC.** Personal information will be shared with:

- WPSC officials to enable them to administer membership of WPSC and invite Social members to WPSC events
- North West Business Machines Limited (First name and last name only) to enrol you on the system to qualify for discounted prices at the WPSC bar. Their privacy policy can be found at <https://www.nwbm.co.uk/>

-**To assist You in the event of an emergency.** If you provide medical information, it is used by officials to help assist you in the event of an emergency whilst you are at the WPSC. Any medical information or emergency contact details provided are used for emergency purposes only.

-**To contact You:** To contact you by email, telephone calls, SMS, or other equivalent forms of electronic communication, such as a mobile application's push notifications regarding WPSC news or communications related to WPSC, including fundraising and social events.

## **2. Mailing Lists**

WPSC collects email addresses from its social members in order to provide you with email communications. If you are a social member we will email you periodically during the year with information about WPSC, such as fundraising, upcoming social events, the AGM and other notifications related to membership of WPSC. WPSC does not hold email addresses for Section members, and Section members will receive the same information via their individual sections.

If you wish to unsubscribe from any of our mailing lists at any time, please click the “unsubscribe” link in the email, or email Us at:

[phoenixmembership@btinternet.com](mailto:phoenixmembership@btinternet.com)

Please note that if you unsubscribe from our mailing list(s) You may miss out on important information or news about WPSC.

## **3. Retention of Your Personal Data**

WPSC will retain your Personal Data only for as long as you remain a paid member of WPSC. When you cancel your membership or do not renew your membership of WPSC or of your Section, your record will be deleted from the database within 6 weeks of cancellation or expiry of the membership (respectively).

## **4. Disclosure of Your Personal Data**

Your Personal Data will be held securely and will not be shared with any other third parties other than as detailed in this Privacy Policy or unless obliged or permitted by law.

## **5. Security of Your Personal Data**

The security of your Personal Data is important to us, but remember that no method of transmission over the Internet, or method of electronic storage is 100% secure. While We strive to use reputable commercial partners to protect Your Personal Data, We cannot guarantee its absolute security.

## **6. GDPR Rights**

Under data protection legislation, you have the right to request access to information that WPSC holds about you, the right to have Your information corrected, the right for your information to be erased and the right to restrict or object to your personal data being processed by WPSC. To make a request in relation to any of these rights please contact:

[phoenixmembership@btinternet.com](mailto:phoenixmembership@btinternet.com)

If You wish to make a complaint about how WPSC processes Personal Data, you can contact the Information Commissioner's Office. The details of the Information Commissioner's Office can be found on its website: [www.ico.org.uk](http://www.ico.org.uk)

## **7. Changes to this Privacy Policy**

We may update our Privacy Policy from time to time. We will notify you of any changes by posting the new Privacy Policy on this page. We will update the "Last updated" date at the top of this Privacy Policy. You are advised to review this Privacy Policy periodically for any changes. Changes to this Privacy Policy are effective when they are posted on this page.

## **8. Contact us**

If you have any questions about this Privacy Policy, You can contact us:

By email: [phoenixmembership@btinternet.com](mailto:phoenixmembership@btinternet.com)