

Coalville Car Club

PRIVACY NOTICE



Coalville Car Club respects your privacy and we will only use your information in the way we describe in this notice. When using your information, we aim to be fair and transparent and to follow our obligations under UK data protection laws. Your information is used for administering club membership, activities and competitions.

Coalville Car Club is the data controller for the purposes of the GDPR and the Data Protection Act 2018.

Our address is Coalville Car Club, c/o 20 Pytchley Drive, Loughborough, LE11 2RH.

Please mark all correspondence for the attention of the Club Secretary.

For the purposes of this legislation the Club Secretary is the club's data protection officer and they can be contacted via email on secretary@coalvillecarclub.org.uk.

Collecting your information

We collect your information in a number of ways including membership forms, competition entry forms, photographs, emails, minutes of meetings etc. This information can be collected using both physical or electronic forms. The information you give us may include your contact details (name, address, telephone number, email address, etc), personal information and identifiers (date of birth, membership number, competition licence number, etc), and other information (vehicle details, photographs etc).

The club will remain the data controller for the information and personal data can be held on computers, laptops and mobile devices, or in a manual file. The committee, members and volunteers of the club are personally responsible for processing and using personal information in accordance with the Data Protection Act and GDPR.

When you give us information about another person, such as a child, parent, guardian, or emergency contact you should let that person know that you have given us the information.

If you are under 18 years old, we will also ask for information from your parent or guardian.

Using your information

We use your information when you first apply to become a member of Coalville Car Club to administer and renew your club membership and provide you with member benefits. We also use your information when you enter club events. For competitions we will publish some of your information in the programme and the results which will be in the public domain. Your information is used in these ways to fulfil our contract with you.

We may ask you for emergency contact and next of kin details which we will only use in an emergency and which is use for a legitimate interest. You should let the contact and next of kin know that you have given this information to us.

We might use your information to send you marketing messages by email, but only if you have agreed that we can do this by giving us your clear consent. You can change your mind at any time just by letting the Club Secretary know. We will not sell your information to any other organisation.

To support your lifetime relationship with motor sport and Coalville Car Club we may keep your information indefinitely, unless you ask us to delete it.

Sharing your information

We may share your information with the Motorsport UK as required by its General Regulations for governing motor sport, with other Motorsport UK Registered Clubs and Associations, with medical personnel, or with any other person if we have to comply with a legal obligation. We may also share your information with service providers for example insurance companies to provide cover, to gain access to event venues or to print programmes.

Our website

When you use our club website we may collect information about you, in particular your IP (Internet Protocol) address, by using cookies. We use this information to improve your web experience. Cookies help us to recognise you when you return to the website, and they may also help you to login securely to our web-based services, including on line entry and payment. For more detail about how we use cookies please go to our Cookie Policy available on the club's website at <http://www.coalvillecc.org.uk>.

The club website might contain links to other websites such as online entry and payment sites, partners, and advertisers. If you follow links to other websites, please review the privacy policy for each site because we are not responsible for information you share on those sites.

Security for your information

Your information is held securely by us. We have taken all reasonable steps, and have in place appropriate security measures, to protect your information. Your information is not transferred outside the European Economic Area.

Your rights

- You may ask us not to process your information for marketing purposes.
- You are entitled to a copy of the information we hold about you, and to ask us to correct any inaccuracies.
- You may ask us to stop using your information, and to delete it, although we may maintain a skeleton set of your information. If you ask us to do this we will not be able to continue our contract with you.
- You may make a complaint to the Information Commissioner (www.ico.org.uk).

This privacy notice was last updated on 19th December 2018, and we will communicate any changes to you.