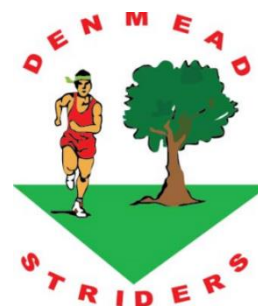


Denmead Striders Data Protection Policy March 2024



Introduction

Denmead Striders is committed to protecting all personal data that it receives. We will only collect as much data as is required to meet the administrative needs of the club.

Access to data is strictly limited to those who need it and they are expected to have read and abide by this policy.

Data collection is limited to the membership database and passing of data to England Athletics if the member requires UKA affiliation. As a small not-for-profit organisation we are not required to register with the Information Commissioners Office.

Security of Data

- This policy requires that any personal data held by the club is securely kept and reasonable steps are taken to ensure it remains confidential.
- Access to the data is only allowed where appropriate for the administrative needs of the club.
- Data stored electronically should be encrypted when not in active use and when being transported.
- Redundant copies of data should be safely disposed of when no longer required (e.g. membership renewal forms should be shredded).

Stored Data

Membership Database

The club maintains a database of its members. This includes basic personal information required for the administration of the club such as name, address, phone number, date of birth, payment status and UKA affiliation if applicable.

Race Entries

Personal data is collected under three categories:

- Entrants – online entries (covered by RunBritain data protection policy) and paper forms collect data provided by entrants. This is available to the volunteers organising the race and is disposed of securely after the race.
- Finishers – this includes gender and age to determine category.
- Volunteers – contact details only held as required to ensure safe organisation of the race.

This policy does not apply to:

- UKA affiliation – requires the club to pass details to England Athletics. This is then out of the control of the club, details of England Athletics Privacy Policy can be found at <https://myathleticsportal.englandathletics.org/Home/Privacy>

- Races and associated sites – any data passed to other organisations when entering races is not covered by the club's data protection policy. This should be available from the relevant site used.
- Social Media – sites are not covered by the club's data protection policy as these operate under their own data policies.