

Ulverston Canoe Club

Data Protection Policy

Policy Statement

This document sets out Ulverston Canoe Club's policy on Data Protection and how we use and manage your personal data. If you do not agree with this policy or how we manage and use your personal data we will, at your request, delete your data. However without your data available to us will be unable to accommodate you as a member of the club and you would no longer be able to access club services or receive correspondence from the club.

We hold and manage personal data including your name, address, telephone numbers, email address, date of birth, gender, next of kin, declared medical information, relevant qualifications etc. in order that we can operate the club in a safe and effective manner while adhering to the requirements of our Operating Procedures, Constitution and British Canoeing affiliation. We hold and manage your data on the basis of your having given your consent and store and use it in accordance with the following Policy. If you would like us to delete your data please email us at ulverstoncc@gmail.com.

Data Protection Policy

Ulverston Canoe Club recognises that protecting the personal information of its members is important. We will not share your personal data other than as absolutely required and then only the minimum amount of data will be shared, for example with club officers and British Canoeing in order to administer our Club.

How we manage your data

Data retention period: We will continue to hold your personal data as described above until you withdraw consent or it is determined that your consent no longer exists.

Seeing your information: If you would like to know what personal information we hold please email ulverstoncc@gmail.com

Deleting / changing your information: If you would like us to delete or change the personal information we hold please email ulverstoncc@gmail.com

Communication

Email:

Club emails are sent from the email address ulverstoncc@gmail.com to the email address that you provide as part of your club membership application. We try very hard not to forward or share your email address unless you give us permission to do so (we use "bcc" when sending group emails but occasionally slip up resulting in email addresses being circulated within the group email!)

Facebook:

The club has a Facebook Group "Friends of Ulverston Canoe Club". Membership of this group is by application and is not limited to club members and joining or using this group is not compulsory. Posts to the group are moderated prior to their appearing on the group pages and it must be recognised that anything posted to the group will immediately be in the public domain. Paddle trips are not to be arranged via the Facebook group.

Website:

The club website can be found at ulverstoncc.org. While we do have access to anonymous analytical data we do not have access to, nor do we “mine” personal data from our website. The website host “Weebly” claims to be GDPR compliant; they do ask for permission from users to install cookies on devices used to access our website and we believe that you can deny them permission to do so. More information on how Weebly uses cookies and addresses GDPR matters can be found by visiting the following link:

<https://www.weebly.com/app/help/us/en/topics/gdpr-what-weebly-is-doing>

Declaration of Intent

This policy was ratified by the club committee and adopted as policy on 7th December 2019

This policy was reviewed on 23rd February 2024