

# CHURT JUNIORS FOOTBALL CLUB

## MEMBERSHIP DATA PRIVACY STATEMENT



We are committed to respecting your privacy. This notice is to explain how we may use personal information we collect before, during and after your membership with us. This notice applies to you if you have registered to become or are a member of, player with or parent of a player with our club.

This notice explains how we comply with the law on data protection and what your rights are.

References to “the club”, “we”, “our” or “us” in this Privacy Statement are to Churt Juniors Football Club, Churt Recreation Ground, Churt Road, Churt, Surrey GU10 2JA.

We have not appointed a Data Protection Officer to oversee our compliance with data protection laws as we are not required to do so, but our committee has overall responsibility for our data protection compliance. Contact details for the club are set out in the "Contacting us" section at the end of this Privacy Statement.

### 1. Personal Information we may collect from you

Information which you may provide to us during registration or purchasing a subscription, or which we may otherwise obtain and process about you, includes:

- ☐ personal contact details that allows us to contact you directly such as name, title, email
- ☐ addresses and telephone numbers;
- ☐ date of birth;
- ☐ postal address;
- ☐ gender;
- ☐ school;
- ☐ medical information;
- ☐ GP information;
- ☐ membership start and end date;
- ☐ records of your interactions with us such as telephone conversations, emails and other correspondence and your instructions to us;
- ☐ any credit/debit card and other payment details you provide so that we can receive payments from you and details of the financial transactions with you;
- ☐ your use of our website including user names and other IT system identifying information;
- ☐ records of your attendance at any events hosted by us;
- ☐ images in video and/or photographic form and voice recordings;
- ☐ your marketing preferences so that we know whether and how we should contact you.
- ☐ identification documents such as passport and identity cards;
- ☐ details of next of kin, family members and emergency contacts;
- ☐ details regarding matches and other events attended
- ☐ any disciplinary and grievance information.

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### 2. Special categories of personal information

We may collect, store and use the following “special categories” of more sensitive personal information regarding you:

information about your health, including any medical condition, health and sickness records, medical records and health professional information.

This includes information regarding any COVID-19 related symptoms which you or any member of your household has experienced or the result of any COVID-19 test which you or any member of your household has undertaken.

We process this data on the basis that you have given your explicit consent to the use of this data as part of the registration and/ or annual subscription payment process.

### 3. Where we collect your information

We typically collect personal information about our members, players and parents of players when you apply to become a member, player or parent of a player of the club, when you purchase any products we offer (including annual player subscriptions), when you make a query and/or complaint or when you correspond with us or any of our representatives by phone, e-mail or in some other way.

If you are providing us with details of next of kin, family members and emergency contacts they have a right to know and to be aware of what personal information we hold about them, how we collect it and how we use and may share that information. Please share this Privacy Statement with those of them whom you feel are sufficiently mature to understand it. They also have the same rights as you set out in the “Your rights in relation to personal information” section below.

### 4. Uses made of the information

The table below describes the main purposes for which we process your personal information, the categories of your information involved and our lawful basis for being able to do this.

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Purpose	Personal information used	Legal basis
To administer your club or team membership and managing our relationship with you, including: dealing with payments; contacting you regarding matches, training, kit, events and any other issues connected with your club or team membership; league registration for players in age groups U7 and above <del>For the purposes of match day</del>	All information referred to in paragraph 1 above	We have a legitimate interest in processing your data for the purposes of running the club and the teams operated by the club.  Health and medical data is processed on the basis of your explicit consent, as referred to in paragraph 2 above
admin, including providing information to opposition teams	Names and contact details of players and supporters	We have a legitimate interest in processing your data for the purposes of running the club and the teams operated by the club
Retention of records	All information referred to in paragraph 1 above	We have a legitimate interest in retaining records whilst they may be required in relation to complaints or claims. We need to retain records in order to properly administer and manage your membership and run our club and in some cases we may have legal or regulatory obligations to retain records.  Health and medical data is processed on the basis of your explicit consent, as referred to in paragraph 2 above
For the purposes of promoting the club	Images in video and/ or photographic form	Where you have given us your explicit consent to do so as part of the registration and /or annual subscription payment process
To use health and medical data to ensure the health and safety of all players, parents and coaches	Health and medical information	Health and medical data is processed on the basis of your explicit consent, as referred to in paragraph 2 above

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For some information, if you do not provide us with the requested personal information, we may not be able to admit you as a member or player or we may have to terminate your membership.

Where you have given us your consent to use your personal information in a particular manner, you have the right to withdraw this consent at any time, which you may do by contacting us as described in the "Contacting us" section below. Please note however that the withdrawal of your consent will not affect any use of the data made before you withdrew your consent and we may still be entitled to hold and process the relevant personal information to the extent that we are entitled to do so on bases other than your consent. Withdrawing consent may also have the same effects as not providing the information in the first place, for example we may have to terminate your membership.

### 5. Disclosure of your personal information

We do or may share personal information with the following parties:

Any party approved by you.

Club officials and coaches, for the purposes of administering the club and teams run by the club any governing bodies or regional bodies for the sport covered by our club, to allow them to properly administer the sport on a local, regional and national level, including without limitation the FA and the NEHYL

Opposition teams for the purposes of match day admin and NHS test and trace

[www.Churtjuniors.com](http://www.Churtjuniors.com), for the purposes of maintaining the Churt Juniors Football Club website including the membership database and payment information

Spond, Teamer, the FA Matchday App and other similar web or app based services for the purposes of managing notifications and line ups for matches, training sessions and other events

Cloud-based document sharing sites including Microsoft OneDrive, Google Docs, Google Drive and Dropbox, for the purposes of administering individual teams and age groups within the club

The Government, NHS and police and security services where we are required to do so by law or to assist with their investigations or initiatives

Other parents, players and coaches within your age group and opposition teams in respect of health data only where that data relates to COVID-19 symptoms or the result of a COVID-19 test if required.

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### 6. Transferring your personal information internationally

Churt Juniors Football Club does not transfer your personal information outside of the UK. Your personal information may be transferred and stored outside of the UK and/ or the European Union by Teamer, the FA Matchday App, similar services and/ or the cloud-based document sharing sites referred to in 5 above. For further information regarding transfer of data by these sites and services please refer to the privacy policy of the relevant organisation.

### 7. How long do we keep personal information for?

The duration for which we retain your personal information will differ depending on the type of information and the reason why we collected it from you. Generally, where there is no legal requirement for longer retention, we retain all physical and electronic records for a period of up to 6 years after your last contact with us or the end of your membership. An exception to this rule is information that may be relevant to personal injury or discrimination claims, which may be retained until the limitation period for those types of claims has expired. For personal injury or discrimination claims this can be an extended period as the limitation period might not start to run until a long time after the event.

It is important to ensure that the personal information we hold about you is accurate and up-to-date and you should let us know if anything changes, for example if you change your phone number or email address.

## 8. Your rights in relation to personal information

You have the following rights in relation to the personal information held by us about you:

- the right to be informed about how your personal information is being used;
- the right to access the personal information we hold about you;
- the right to request the correction of inaccurate personal information we hold about you;
- the right to request the erasure of your personal information in certain circumstances;
- the right to restrict processing of your personal information where certain requirements are met;
- the right to object to the processing of your personal information;
- the right to request that we transfer elements of your data either to you or another service provider; and
- the right to object to certain automated decision-making processes using your personal information.

You should note that some of these circumstances will not apply to data which we hold about you - for example we do not use automated decision making in relation to your personal data.

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Whilst this Privacy Statement sets out a general summary of your legal rights in respect of personal information, this is a very complex area of law. More information about your legal rights can be found on the Information Commissioner's website at <https://ico.org.uk/for-the-public/>

To exercise any of the above rights, or if you have any questions relating to your personal data held by us, please contact us by using the details set out in the "Contacting us" section below.

If you are unhappy with the way we are using your personal information you can also complain to the UK Information Commissioner's Office.

### 9. Changes to this notice

We may update this privacy notice from time to time. When we change this notice in a material way, we will update the version date at the bottom of this page. For significant changes to this notice we will try to give you reasonable notice unless we are prevented from doing so. Where required by law we will seek your consent to changes in the way we use your personal information.

### 10. Contacting us

In the event of any query or complaint in connection with the information we hold about you, please contact us at using the contact form at <https://churtjuniorsfc.com/contact/>

Version dated July 2025