



CHESTER CROQUET CLUB

Data Protection Policy

Chester Croquet Club is committed to complying with relevant data protection legislation, currently the UK Data Protection Act 1998 and Digital Economy Act 2017 and the European Union General Data Protection Regulation which comes into effect on 25 May 2018. This commitment is recognised and incorporated in Section 5 of the Club's constitution.

In order to operate effectively, the Club needs to collect, process and retain a limited amount of personal information from members including name, address, telephone number, e-mail address, handicap levels and subscription details. From time to time additional information may be requested regarding age, membership of other clubs and match results. Such information is needed to enable the Club to communicate with members, to organise games and to take part in leagues and competitions, and for members to take part in tournaments and to contact each other to arrange games and other activities. Relevant information may be shared with the Croquet Association, North West Federation of Croquet Clubs and other croquet clubs. Such information will not be used or divulged for any purposes other than croquet without specific notification and consent. When joining the Club or renewing their subscriptions members accept that limited personal information may be collected and used in this way.

The Club's Membership Secretary has responsibility for collecting, recording and making available membership information. All reasonable efforts will be made to ensure that information is accurate and up-to-date and kept securely. Membership and handicap lists may be issued to members from time to time, posted in the clubhouse, or made available in the members-only area of the Club's website. Club members receiving or having access to such information also have a duty to conform to the Club's data protection policy.

Club members are requested to notify the Membership Secretary of any amendments to their personal information held by the Club and may apply to the Membership Secretary at any time to review or withdraw such information or how it is being used. Any concerns about the collection or use of personal information should be raised in the first instance with the Membership Secretary who will consult with the Chairman, Secretary, Treasurer or Management Committee as appropriate.

Contact details for the current Membership Secretary may be found in the Club's annual calendar available in the clubhouse or on the Club's website at www.chestercroquet.club.