

DATA PROTECTION POLICY

Morpeth Harriers & A.C. takes its obligations under Data Protection legislation seriously.

It keeps records of members personal data both in computerised and paper form and will do all that is reasonably practicable to prevent these falling into unauthorised hands.

However, in order for the club to function effectively, members' data must be shared in part or in whole both internally and externally. Examples of these needs are:

1. INTERNALLY

- 1.1 Advising members by email about subscriptions, General Meetings or club social events;
- 1.2 Providing club team managers with information about members who are eligible for their teams.

2. EXTERNALLY

- 2.1 Registering athletes with governing bodies (e.g. England Athletics) for competition purposes*;
- 2.2 Entering athletes for specific athletic competitions;
- 2.3 Providing athlete communication information in relation to their selection to represent external bodies e.g. North Eastern Counties AA.

(The examples above are not comprehensive.)

Information will only be shared to the extent necessary for the purpose.

* England Athletics (EA) will use members' personal data to enable access to an online portal called 'myAthletics'. EA will contact athletes to invite them to sign into and update their myAthletics portal (which, amongst other things, allows them to set and amend privacy settings). Questions about the privacy of data shared with EA should be directed to: dataprotection@englandathletics.org.

It is important that members keep the club informed of changes to their data e.g. name, postal address, telephone number(s), email address.

This and questions about Data Protection within the club should be communicated to the Membership Secretary at morpethharriers@aol.com

When members leave the club, their records will normally be retained for at least 3 years. Should members resign, their records can be deleted immediately on request.

DATA PROTECTION

The club will need to share your personal data for internal communication and externally for competition purposes. This will be in accordance with the club's Data Protection Policy (available on the club website).