



NANTWICH SEALS PRIVACY POLICY

Nantwich Seals Swimming Club is committed to protecting and respecting your privacy.

This policy sets out how your personal data is processed by the Swimming Club. Please read the following to understand our practices as a club regarding your personal data and how Nantwich Seals will treat it.

For the Purpose of Data Protection Act (1998/2018) the Data Controller is Nantwich Seals Swimming Club, Wall Lane Nantwich Cheshire.

Data Protection Registration

As we are a small non-for-profit organisation with a limited range of data processing activities we are exempt from registering with the Information Commissioners' Office (ICO). However, if this changes we will notify our members and update our Privacy Policy accordingly.

Information we may collect from you.

Information is provided to the Swimming Club by yourself/parent or guardian by the completion of forms either manually, electronically, by email or otherwise to a coach/volunteer or member of our committee when:

- Registering for events
- Membership forms
- Posting material
- Entering competitions
- Reporting a problem
- Providing payment details
- Emergency contact information
- Medical consent forms
- Details of transactions you carry out with us.
- If you contact us, we may keep a record of your correspondence with us

Our Website

Our club website provides members and the public with relevant information about Nantwich Seals Swimming Club.

It does not contain any personal information about club members and the website is available at www.nantwichseals.co.uk

Our website, may from time to time, contain links to websites from our partner network and affiliations. Please note that these websites will have their own privacy policies please check these before entering any personal data.

How we store your Personal Data



Information that has been provided to the club is stored securely with exception to the information noted above on our website.

If you believe that any of the information, we hold about a swimmer is incorrect, incomplete or needs updating (e.g., address, contact details and medical updates) please email clubsecretary@nantwichseals.co.uk and we will update our records promptly.

If you believe that information is being held about yourself/child without legitimate grounds then you have the right to request that the data be deleted, again please contact us by emailing clubsecretary@nantwichseals.co.uk

How we use your Information

We use the information we hold about our members in the following ways:

Purpose/ Processing Activity	Lawful Basis for processing under Article 6 of the GDPR.
Processing membership forms and payments/ subs	Performance of a contract
Organising galas	Performance of a contract
Sending out Club information and updates	Performance of a contract
Sharing data with coaches, managers or officials to run training sessions or enter events	Performance of a contract
Sharing data with Swim England and other clubs that we are in membership of, county associations and other competition providers for entry in events	Performance of a contract
Sharing data with committee members to provide information about club activities, membership renewals or invitation to social events	The Club has a legitimate interest to maintain member and participant correspondence for club community purposes.
Sharing data with third party service or facility providers	The Club has a legitimate interest to run the organisation efficiently and as it sees fit. Provision of some third-party services is for the benefit of the Club, participants and its members.
Sharing anonymised data with a funding partner as condition of grant funding e.g., Local Authority	The Club has a legitimate interest to run the organisation efficiently and as it sees fit. Application for funding is a purpose that benefits the Club, participants and its members.
Publishing Gala results	Consent. We will only publish your personal data in a public domain, including images and names, if you have given your consent for us to do so.
Sending out marketing information such as newsletters and information	Consent. We will only send you direct marketing if you are an existing member, participant or other associated individual
To ensure we understand possible health risks	Consent. We will only process details on your medical history with your consent.

Disclosure of Personal Information



- We will not sell, lease or distribute your information to third parties.
- We will only share information with third parties if we have your/parent/guardian permission to do so or in any circumstance when the law requires us to do so.

Access to Information

The act allows you/parent/guardian the right to access information held about the swimmer.

Changes to Privacy Policy

Any updates or changes to the privacy policy will be updated and posted on the website and where appropriate you may be notified by email.