



## Privacy Policy

(version controlled)

<b>Post holder responsible for Policy:</b>	Membership Secretary
<b>Author of Policy:</b>	Monica Hitt
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This privacy policy sets out how Exeter Triathlon Club will use any information that you give to us whilst registering as a member through our website.

We are committed to ensuring that your privacy is protected and should we ask you to provide certain information from which you can be identified then you can be assured it will only be used in accordance with this privacy statement.

Exeter Triathlon Club complies with the requirements set out in the Data Protection Act 1998. There are eight data protection principles as follows;

- Fairly and lawfully processed
- Processed for limited purpose (used for the reason it was supplied)
- Adequate, relevant and not excessive
- Accurate and up to date
- Not kept for longer than is necessary
- Processed in line with your rights
- Kept securely
- Not transferred to other countries outside the European Economic Area without adequate protection.

Information that we collect from Club Membership and Registration will include;

- Name
- Contact information – address, phone number and email
- Medical information
- Emergency contact information

How we may use this information;

- To contact you in accordance with your request for information
- To distribute our email notifications
- To provide our coaches with medical and emergency information.

Exeter Triathlon Club will not share, sell or rent any personal information or data that you have supplied to a third party other than described in this Privacy Policy. This data is inclusive of any electronic and manually recorded data that can identify an individual.

Our website may contain links to other websites on the internet that are owned and operated by third parties. The information practices of those websites are not covered by this Privacy Policy but by their own terms and policies which you should read carefully.