



## **Harbury Tennis Club – Privacy Policy**

### **How Do We Collect Your Data?**

We collect your personal data when you interact with Harbury Tennis Club (HTC) by joining HTC online via our website which uses the LTA's clubspark system for managing membership records.

### **What Personal Data Do We Collect?**

We may collect the following personal data about you:

- Your date of birth,
- Your contact details (including email address(es), telephone numbers and postal addresses,
- Records of communications and interactions we have had with you.

### **How Do We Use This Data?**

This information will be used only for the purpose of HTC membership and administration, and for the purpose of communicating information relating to your membership of HTC. Examples include:

- HTC tournaments and league teams,
- Club Coaching Programmes and details of coaching providers
- Access to Wimbledon tickets
- HTC branded tennis clothing
- Newsletters or any important updates

We do not make this data available to any other external organisation or individuals.

### **How Long Do We Keep The Data?**

We keep your personal data only for as long as necessary, i.e. as long as you have an active involvement with HTC and a reasonable period thereafter.

### **Your Rights**

You have the right to request your information is deleted from our records **at any time**. If you have any queries about this privacy policy or how we process your personal data, or if you wish to exercise any of your rights you may contact Colin Mercer (HTC Chairman) at [sucolmercer@btinternet.com](mailto:sucolmercer@btinternet.com)

You can find out more about your rights under data protection legislation from the Information Commissioner's Office website at [www.ico.org.uk](http://www.ico.org.uk)

2<sup>nd</sup> September 2020, to be reviewed August 2022 (or before if there is a change in legislation).