



Data Protection Policy

Governance

Our Data Protection Officer is the Club Chairman.

Our data protection policies are reviewed annually.

Personal Data Held by the Club

Uffington Lawn Tennis Club collects the following pieces of data about its members:

- Name
- Address
- Telephone Number
- Email Address
- Date of Birth

The data are stored electronically on the LTA approved Clubspark system. No paper records are kept.

Use of Personal Data

The only people who have access to the data are:

- Club Chairman
- Treasurer
- Secretary
- Team Captain
- Club Coach

The personal data (e.g. email addresses) of members will only be used for

- Membership administration
- Club Communications
- Identification of potential team players
- Publicising or administration of sessions organised by the club coach

The data are not shared with any third parties.

Your Rights

You are welcome to verify what personal data we hold about you at any time, please contact the club

chairman.

If any individuals membership lapses, all the individuals data will be deleted 1 year after the date when the membership lapsed.

The Committee, Uffington Lawn Tennis Club, 2018