

**MEMBERS’ PRIVACY NOTICE**

At West Hull Gymnastics Club we take your privacy seriously and will ensure your personal information is kept secure. We provide gymnastics activities and are registered with British Gymnastics, the governing body for the sport, and the Yorkshire Gymnastics Association, both of which offer competitions and events in which the Club may participate.

**How we use information about you:** we need to process information about you or your child for the following 4 reasons:

**1. Contractual purposes**

To provide the gymnastics activity you have requested, communicate with you about this activity, notify you of any changes to our terms and conditions and to process payments.

**2. Legitimate interests**

To meet the legitimate aims of the Club and ensure you or your child is well supported and safe whilst participating in gymnastics. This includes:

* Carrying out any relevant risk assessments:

Some individuals may present with a medical (or other) condition and may therefore be at risk of harm from participating in gymnastics. It is vital that you share any relevant medical information. We will ask for your agreement to undertake any appropriate assessments.

* Identifying any reasonable adjustments and adaptations to support inclusion:

If you or your child has a disability or any special needs, we will review the information you have provided to help us identify any actions we can take to support inclusion. We may need to ask you for more information to help us in this process.

* Responding to any comments, questions or complaints you may make or send to us.
* Maintaining class attendance records and contact details for emergency purposes.
* Filming and taking photos for coaching purposes and/or to promote the Club on our website, Club social media account and in communications. All film and photos of children will only be published in line with our safeguarding policy.

You have the right to object to any of the above uses of your information by contacting us. Please note that in some cases, this may affect our ability to carry out the things we need to do in order for you/your child to safely take part in gymnastics activities.

**3. Legal reasons**

To comply with applicable laws and protect legitimate Club interests and legal rights: this includes, but is not limited to, the use of your information relating to legal claims and compliance and regulatory activity.

**4. Marketing**

With your consent, we may send you information by email, SMS or via social media about club news, activities, products and opportunities that we think will be of interest to you. You can ask us to stop sending you this information at any point by telling us or following the instructions in the relevant communication.

**Why we share your information:**

We share your/your child’s information with British Gymnastics for the purpose of providing the gymnastics activity you have requested.

We will not share your or your child’s information with any other organisations except with your consent or in exceptional/emergency circumstances where we believe that the sharing of information about you/your child is vital to protect you, your child or another person. E.g. the emergency services.

If you/your child want to enter a competition or event provided by an external organisation, we will, with your agreement, share the information required to enter the event, usually name, DOB, gender and ability level. Most competitions/events are large and there are likely to be photographers and people filming.

**Individual rights**

* You have the right to see the personal information British Gymnastics and the Club hold about you/your child.
* You can log in to ‘My Account’ on the British Gymnastics website at any time to view/amend/delete the information held about you or your child on this system. You can also request a copy of any information the Club holds by asking us or writing to us.
* If the Club holds other information about you or your child, you can ask us to delete it or correct any inaccuracies. We will either make the requested amendments or provide an explanation as to why we are not making changes.
* You will be asked to update the personal information the Club holds about you and/or your child annually when you renew your memberships.
* If you leave the Club, you can amend your/your child’s club registration by logging into ‘My Account’. If you do this, the information you have provided will be archived for 60 days. During this period you can transfer your information to another club affiliated to British Gymnastics. After this period, the information you have provided will be deleted, except where there is a legitimate and/or lawful reason to continue to hold your data. In the absence of a legitimate and/or lawful reason to retain any information held about you, this will be deleted after 12 months, unless you re-join the Club within that period.
* If you leave the Club, personal details the Club holds about you will be destroyed after 2 months.

**Review:** Last updated: 27/08/2024.

Review due: August 2025