Women on the Run – Privacy Policy

**Introduction**

We are committed to protecting your privacy and processing your personal data in accordance with the Data Protection Act (DPA) 1998 up to the 24th May 2018 and the General Data Protection Regulations (GDPR) on and from 25th May 2018 (Data Protection Legislation). This policy explains how the information we collect about you is used and kept securely. It is also your right to access your information under Data Protection Legislation.

**About us**

Women on the Run was set up by a group of women who had a common desire to run together.  It is a running club with a difference in that we don't have a club house but run from a variety of venues, in different locations.
We are affiliated to England Athletics and all our groups are led by qualified leaders. We welcome women of all abilities including the absolute beginner.

**What data we collect from you**

In becoming a member of Women on the Run, we will collect certain information from you, which will include your name, date of birth, gender, email address, address, telephone numbers, details of any coaching or officiating qualifications, any other membership of athletics clubs, medical information and emergency contact details. This is held in the club database and by the Group Leaders of your usual WOTR running group.

**Why we will collect the data**

We will collect and process your Athletics Data for the purposes of registering you as a member of England Athletics and administering your involvement in the sport at a local level. Some members are not registered with England Athletics, who have their own Privacy Policy. <https://www.englandathletics.org/clubs--community/club-management/gdpr-and-data-protection-advice?search>=

The use of you data will include the following activities for the club:

* Share data with Group Leaders and to administer training sessions
* Anonymised data shared with a funding partners as a condition of any grant funding
* Anonymised data analysed to monitor club trends
* Anonymised data for the purposes of the Club’s application with England Athletics
* Processing of membership forms and payments
* Share data with committee members to provide information about club activities, membership renewals or invitation to social events
* Website management
* Email the club newsletter and club activities and events

**How long we will keep the data**

We will retain your data for such time as you are registered as a member with the club. We will also retain your data if you do not renew your membership from one year to the next and if you have not renewed after two years, when it then become a lapsed membership. If you do not renew we will update and then delete your data on a staged basis. The club year on membership runs from April to March of the following year.

In summary:

* Your renewal membership – retained on the club database until one year after it becomes lapsed
* Your non-renewed membership (e.g. from 2017/18) – held on the club database as not renewed in 2018/19
* Your non-renewed membership and now lapsed for over one year (e.g. lapsed again in 2019/20) – deleted from club database in April 2020

**How we manage to keep your data secure**

The club database is held on a PC to which access is password protected. Any data that is passed to Group Leaders will be similarly protected and will only be used for club activities and destroyed afterwards.

**Your rights**

You have the following rights under the Data Protection Legislation:

* To access a copy of the information comprised within your Athletics Data. This is subject access request – to do this you should write to the Club Secretary and the club has to comply within one month. You may have to provide two forms of identity
* To object to processing your Athletics Data if it is likely to cause or is causing damage or distress
* To prevent processing for direct marketing
* To object to decisions being taken by automated means
* In certain circumstances to have inaccurate Athletics Data rectified, blocked, erased or destroyed
* To claim compensation or damages caused by a breach of the Data Protection Legislation