

South Shore Squash Club Security Policy

Introduction

We are committed to safeguarding the privacy of our Club Members; in this policy we explain how we will treat your personal information which we hold for membership verification purposes.

Collecting personal information

We may collect, store and use the following kinds of personal information:

Name

Address

Joining Date (where available)

Email address

Telephone Number

- 1/ This information is stored on one system for membership verification and occasional necessary contact only. We will never collect sensitive information about you without your explicit consent. The information we hold will be accurate and up to date as we know it. You can check the information that we hold about you by requesting your details in writing or by emailing SSSquashsecretary@outlook.com or i.hargreaves@talk21.com . If you find any inaccuracies we will delete or correct it promptly. The personal information provided by you will be held securely. We will not transfer or sell your information. If you have any questions/comments about privacy, you should write to us or email us at SSSquashsecretary@outlook.com or i.hargreaves@talk21.com .
- 2/ Before you disclose to us the personal information of another person, you must obtain that person's consent to both the disclosure and the processing of that personal information in accordance with this policy.

Use of personal information

We use the information you provide for the following purposes:

- 1/ To verify your membership of the club and manage the payment of subscriptions.
- 2/ Occasionally to advise of Club matters
- 3/ If you are a member of England Squash, to register you on their site (see the England Squash website for details of their security policy)
- 4/ To advise the main club of valid members in accordance with the Club Constitution.
- 5/ The registration of Team Players with NWCSL and Preston & District SL
- 6/ From time to time we may publish Squash photographs on our Website for promotional purposes

CCTV

The Main Club operates a CCTV system throughout all areas of the buildings for security and safety purposes, please refer to the main club security policy if you require more details.

Security of personal information

- 1/ We will take reasonable technical and organisational precautions to prevent the loss, misuse or alteration of your personal information.
- 2/ We will store the personal information you provide on our secure computer.

Amendments

- 1/ We may update this policy from time to time by publishing a new version on our website (in the squash section) and on Squash Club notice boards
- 2/ You should check this policy occasionally to ensure you are happy with any recent changes made.
- 3/ We may notify you of changes to this policy by email or on the Squash Club notice boards.

Your rights

- 1/ You may instruct us to provide you with any personal information we hold about you; provision of such information will be subject to the supply of appropriate evidence of your identity. Please note requests can take several days to action
- 2/ Please let us know if the personal information that we hold about you needs to be corrected or updated.

Our details

- 1/ Our website is owned and operated by South Shore Cricket and Squash Club and our Membership Database is administered separately by the Squash Club Secretary.
- 2/ Our address is South Shore Cricket and Squash Club MadNook, Common Edge Road, Blackpool FY4 5DY.
- 3/ You can contact us by writing to the business address given above, or by emailing SSSquashsecretary@outlook.com or i.hargreaves@talk21.com

South Shore Squash Club Committee

22/05/2018

SSSquashsecretary@outlook.com

i.hargreaves@talk21.com

www.sscasc.co.uk

v1.0