

## **WARD PARK RUNNERS**

### **PRIVACY POLICY**

This privacy policy sets out how Ward Park Runners uses and protects any information that you give when you become a member of this running Club.

Ward Park Runners is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified; you can be assured that it will only be used in accordance with this privacy statement.

Ward Park Runners may change this policy from time to time by updating this page, when changes occur, members will be informed. This policy is effective from [date].

#### **What we collect**

We collect the following information:

- Name
- Date of birth
- Address
- contact information including email address
- demographic information such as postcode
- Gender
- Doctor
- Emergency Contact details
- Medical information

#### **What we do with the information we gather**

We require this information for;

- Registering with Athletics NI
- Due to the nature of the club and sport you are partaking in, we require emergency contact details, your Doctor's name and any relevant medical information.

- We may periodically send promotional emails about new products, special offers or other information which we think you may find interesting using the email address which you have provided.
- From time to time, we may also use your information to contact you for market research purposes; as we are affiliated to Athletics NI they carry out data research. We may contact you by email, phone or mail on their behalf.

## **Security**

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect, particularly around Facebook. This is our form of communication with members and potential members. Please see Facebook for their own privacy procedures. Our members page is only accessed by members of the paid (defined by membership fees)

We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required by law to do so.

You may request details of personal information which we hold about you under the General Data Protection Regulation May 2018. If you would like a copy of the information held on you please write to the Club Secretary, by emailing [wardparkrunners@outlook.com](mailto:wardparkrunners@outlook.com) .

If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible, at the above address. We will promptly correct any information found to be incorrect.

## **Review**

This policy and these procedures will be regularly reviewed:

- In accordance with changes in legislation and guidance or following any changes within Ward Park Runners.
- In all other circumstances at least every three years (Effective from April 2024 and due for review April 2027).