



Friends of English Bowling – Privacy Policy

Introduction

This policy applies to personal information collected by Friends of English Bowling and sets out the principles governing our processing of that information, in the way we use, keep secure and disclose it under Data Protection Act (1998) and the General Data Protection Regulations (2018).

Your personal information is necessary for us to operate our membership includes: - given and last names, address, post code, affiliated county and club, telephone and / or mobile numbers and email address.

Friends of English Bowling have chosen use “Legitimate Interest” as the basis for holding your personal data and has completed (as required by the GDPR) a Legitimate interest Assessment Form which is available on request.

How do we collect this personal information?

All the information collected is obtained directly from you. This is usually at the point of your application for membership or annual renewal of membership. At the point you provide your personal information for membership purposes, we will also request that you provide consent for us to store and use your data. Your consent is required in order to ensure our compliance with data protection legislation.

How do we use your personal information?

We limit the collection and use of your personal information. We will tell you the purpose for which we will process the information. Such purposes may include the following: -

- Maintaining Friends of English Bowling database to facilitate administration and management.
- Contacting you with information relating to your membership and details of events and other matters which we think may be of interest to you.
- Communicating information about fixtures.
- Communicating membership information to Bowls England.

We only share your Name and County of registration with Bowls England.

If we are asked to share any other information, we will ask your permission.

Timescale

We will store your information electronically and paper-based from the point of collection for as long as you are a member of the Friends of English Bowling. After you cease to be a member your personal information will be retained for a period of 1year before being deleted/destroyed.

Opt-out choice

You have the right to withdraw at any time your agreement to any of the individual consent options by writing to the Membership Secretary.

If now or at any time in the future you decide you do not wish to receive information from us please inform the Membership Secretary by email or letter. Withdrawal of consent will be acted on within 3 months.

Security

We strive to protect the privacy and security of our database, and to maintain the reliability and accuracy of Personal Information. We will hold information collected by us on a computer and in other forms.

Although we cannot guarantee the security of all transmissions of personal information, especially where the internet is involved, we take all reasonable steps to ensure security of all transmissions. We will send all emails bcc or through google groups unless agreed otherwise. You need to accept the inherent security implications of providing information and will not hold us responsible for any breach of security or disclosure of information unless we have been proved to be negligent.

With whom do we share your information?

The people who may have access to your Personal Information are: -

- Committee members of Friends of English Bowling
- Bowls England (only Name & County)
- Website administrator
- Google Groups (only name and email address)

Photographs

We may take photographs of you attending matches or other events and we may wish to use them for marketing or advertising purpose or publishing on the website. We will only include details or names of any person in an image on our website or in printed publications for a good reason. For example, we may include the full name of a competition prize winner.

Information Access and Corrections

You need to inform the Membership Secretary of any changes to your personal information.

You have right of access under the General Data Protection Regulations to information we hold about you on our records.

Policy changes

This policy may change from time to time. If we make any major changes we will inform you by email or letter.

Policy Adopted: May 2018

Review Date: Nov 2023

Reviewed: Nov 2021, Nov 22.