



# FONTANA<sup>TM</sup>

## SOCCER COACHING

### PRIVACY STATEMENT

This statement is designed to transparently and unambiguously communicate to our clients and suppliers, why we collect their Personal data, what will collect and the way we use that data.

#### Our Commitment to protecting your personal data

Fontana Soccer Coaching LTD, is committed to protect and secure any personal data that we collect and which we require to facilitate the services that we provide to our clients. Marathon take the protection of your Personal data very seriously and adhere to current Data Protection regulations including the GDPR.

#### What employee Personal data do we hold?

We currently hold clients, and supplier personal information. There are two categories of personal information that we hold about you:

1. Name (may include first and last names)
2. Contact details including email address, postal address and phone number

#### Where did we get your data from?

Your personal data may have been collected from a number of sources:

1. Collected from a website enquiry that has been made by you
2. From an email or application form that you have sent us as part of an application for our services
3. A direct booking from our website

## What is our lawful basis and purpose for holding your Personal information?

The lawful basis for holding your information is that we have a legitimate interest and the purpose is that we need this information to facilitate the services we provide and to facilitate and transact those services.

We also have a legitimate interest and therefore a lawful basis to inform you about existing and new services that we believe will be of benefit to you.

## What do we do with your personal information?

- We use your Personal information to communicate with you by email or phone in relation to existing and ongoing business services, operations and transactions
- We use your details to inform you of existing and new services
- We use your details to contact you in case of an emergency, or urgent contact

## What we do not do with your personal information

- We do not transfer or share your Personal information with anyone else
- We do not use any automated systems relating to your personal data
- We do not use your information for profiling
- We do not transfer your information outside of the EU

## How do we secure your employee Personal data?

We follow industry best for the Governance and Information Security Management Systems which includes policies, controls and processes.

## How long do we keep your personal data?

- The information we hold will be retained for as long as we continue our trading business relationship with you, or, until you inform us that you no longer wish us to hold your data.

- Please note, emails from or to that relate to a business operation or transaction is regarded as corporate information and even though it may contain Personal information will be kept for reference purposes.

## What are your personal data rights?

If at any point, you believe the personal information we hold on you is incorrect, you want us to correct or delete that information, or you no longer want us to hold that information or contact you, you can exercise your rights under the current Data Protection laws. These rights include:

- Right of access
- Right to rectification
- Right to erasure
- Right to restriction of processing
- Right to data portability
- Right to object

For more information about your personal data rights please visit the Information Commissioner Office website at: <https://ico.org.uk/for-organisations/data-protection-reform/overview-of-the-gdpr/individuals-rights/>

## Who do I contact if I have an issue with my Personal information that you hold?

Please contact Joel Fontana (Director) on 07485214883 or send an email to [coaching@fontanasoccer.com](mailto:coaching@fontanasoccer.com). Joel fulfils the role of data protection officer for Fontana Soccer Coaching LTD.

## How do I make a complaint about how my employee Personal data is being held or processed?

- If you wish to raise a complaint, please contact our Data Protection Officer who will investigate the matter.
- If you are not satisfied with our response or believe we are processing your personal data not in accordance with the law, you may contact the Information Commissioner's Office (ICO). Their Helpdesk number is 0303 123 1113.

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