

Newcastle Dynamo



Football Club

Welcome to Newcastle Dynamo Football Club

Developing football players with the highest of standards

Data Protection Notice 2024/2025

About this Notice:

This notice explains what personal information we collect and why, how we use it and how we keep it secure. We may collect, use, and store your personal data, as described in this Data Privacy Notice or when we collect data from you. We reserve the right to amend this Data Privacy Notice from time to time without prior notice but will not apply any amendments retrospectively. You can visit our website www.newcastledynamofc.com for any updates.

Data Protection

When dealing with your personal data we will comply with the General Data Protection Regulation (GDPR) in force from 25th May 2018. Further details on the GDPR can be found at the website for the [Information Commissioner](#). For the purposes of the GDPR, we will be the "controller" of the personal data we hold about you unless otherwise stated in the table below. Enquiries about this notice should be addressed to welcomedynamofc@outlook.com

The systems we use to collect data include our website and online eForms (for player registrations and other information). We may also use hardcopy of documentation to capture information before recording information centrally, using digital software applications such as Microsoft Office.

The personal information we collect

The table below lists the type of information we collect and use and the basis on which we share it:

Type of Information	PUFC Purpose	Sharing Purposes	Legal Basis
Club Official/Volunteer name, email address(es), phone number(s).	To manage the Club's membership and ensure appropriate and safe recruitment practices are in place.	May be shared with the FA to reconcile PUFC records with FA Club Affiliation records, Chartered Standard Health check requirements and League registration and affiliation requirements. May be shared with other Club Officials to conduct club business relevant to PUFC.	Consent. On appointment and when new reasons to share identified. Legitimate Interest of PUFC, Enables the Club and our Teams to participate in the League, and the League to communicate with member Clubs, and the League to maintain compliance with the FA governing body.
Club Official/Volunteer name, email address(es), phone number(s).	To manage PUFC teams membership of the league.	May be shared with the FA to reconcile PUFC records with FA and FA Affiliated League records. May be shared with FA Officers and or League Officials to conduct League business relevant to multiple Teams.	Legitimate Interest of PUFC, Enables the Club and our Teams to participate in the League, and the League to communicate with member Clubs, and the League to maintain compliance with the FA governing body.
Club Official/Volunteer name, email address(es), phone number(s).	To forward information about football related opportunities for the benefit of member Clubs and Teams E.g. PUFC Bulletin, tournament invitations.	May be shared with other PUFC Club Official/Volunteer as part of a club wide communication to provide football related opportunities e.g. PUFC Bulletin, tournament invitations.	Legitimate Interest of club officials /volunteers to receive football opportunities for their players.
Club Official/Volunteer name, email address(es), phone number(s).	To manage the Team's fixtures in the league.	May be shared with other FA affiliated Club/Team Contacts to arrange fixtures. May be shared on the League Contact Directory.	Legitimate Interest of PUFC. Enables the Team to participate in the League. Essential in enabling fixtures to take place

Player name, Date of Birth, email address(es), phone number(s).	To manage Players club registration and where appropriate authorising participation in the league.	Shared between Club officials who collect the data in the first instance to register as a PUFC player before sharing with club officials/volunteers who may use and share information with FA affiliated leagues to assist with completing the players league registration.	Consent. Obtained by the parent/ guardian and player to share with the League and the FA governing body for registration purposes to enable the player to participate in the League or PUFC coordinated football development activities.
Activity reports containing information identifying an individual.	To manage participation and activity in the League of Players Club/Team Officials, Match Officials, and Spectators in respect of e.g. safeguarding, discipline, player dispensations.	May be shared between Club Officials/ Welfare Officers of FA affiliated Club/Teams and/or the FA governing body and their authorised agents. The named parties may be the organisation collecting/sharing the data in the first instance.	Legitimate Interest of PUFC to enable safe, fair, and inclusive participation in the football. Vital Interest of the participants in respect of safeguarding.
Parents/Guardians name, email address(es), phone number(s).	To forward information about football related opportunities for the benefit of member Clubs and Teams E.g. PUFC Bulletin, tournament invitations.	May be shared with other PUFC Club Official/Volunteer as part of a club wide communication to provide football related opportunities e.g. PUFC Bulletin, tournament invitations.	Legitimate Interest of players/parents/ guardians /volunteers to receive football opportunities and relevant club information.
Recognisable photographs of PUFC participants.	Published on website/social media and hard copy flyers/ Newsletters etc .	Shared through publication.	Consent. Obtained at events or by approach to the participant.

Disclosure of your information

We will never sell your personal data. We will not share your personal data with any third parties without your prior consent except where required to do so by law or as set out in the table above or the list below:

- as required as a matter of law;
- in the reasonable enforcement of our contractual rights;
- to identify or resolve technical problems arising from the use of our website;
- to deal with complaints from any party regarding the operation of our website;
- to service providers, agents, and subcontractors to us for completing tasks and providing services to you on our behalf. This will be provided by third parties under contract to keep your information secure and not to use it for their own purposes.
- as otherwise set out in this Privacy Policy or in those parts of our website where we collect your personal details.

Opting Out

At any stage you may opt out to receive information from us or third parties to whom we have passed your data on a legitimate interest basis by contacting us at welcome@newcastledynamofc@outlook.com and requesting the deletion of your information from your Club Registration and/or Club & Team Contact Record.

For information requiring specific consent, you may withdraw your consent at any time by contacting welcome@newcastledynamofc@outlook.com

Information already shared legitimately by us will be held in accordance with the recipient's privacy policy, and you should contact them directly if you continue to receive communications that you no longer want to receive. Please note you may not be able to fulfil all the duties expected of you as a Club member or Team Contact if we do not have and/or cannot share your personal contact information as described in this notice.

Security of Information

Data stored on our website and club systems will be stored in a secure manner and we shall use reasonable endeavours to ensure such data is not subject to loss, misuse, unauthorised access, alteration, or destruction. We will notify you promptly in the event of any breach of your personal data which might expose you to serious risk.

Club Officials/Volunteers will have access to a directory of relevant contacts. It is not recommended to download this information as it will get out of date quickly. If downloaded, it should not be distributed and must be held in a password protected area.

Cookies

In common with many other website operators, we may use standard technology called 'cookies' on this website. Cookies are small pieces of information that are stored by your browser on your computer's hard-drive and they are used to record how you navigate this website on each visit.

Cookies on our website are used for a variety of different purposes, but their use breaks down into the following categories:

- **Strictly Necessary Cookies:** These are required for the operation of our website. They include, for example, cookies that enable you to log into secure areas of our website or membership system.
- **Analytical/Performance Cookies:** These allow us to recognise and count the number of users of our website and see how such users navigate through our website. This helps to improve how our website works, for example, by ensuring that users can find what they are looking for easily.
- **Functionality Cookies:** These improve the functional performance of our website and make it easier for you to use. For example, such cookies are used to remember that you have previously visited the website and asked to remain logged in to it.

You can manage cookies by activating the setting on your Internet browser that allows you to refuse the setting of all or some cookies. Please note, if you do turn cookies off, this will limit the service that we are able to provide to you and may affect your user experience.

Links to other websites and systems

Aspects of this privacy policy are outside of our control for proprietary websites and systems provided as a service to PUFC by the FA governing body (FA Whole Game System, FA Full-time).

We are not responsible for the data privacy policies of these services, only how we use the data made available to us through the services. PUFC will continue to check the relevant website, system, and/or organisation Data Privacy Policies before agreeing to share and/or submit any personal data.

Passwords

Where we have given you or you have chosen a password which enables you to access certain parts of our website or membership system, you are responsible for keeping this password confidential.

How long we keep your information

We will hold your personal data on our systems for as long as the purposes stated above are relevant to you. When this is no longer the case we will stop processing your data but will hold it in an archived form for one league season to resolve any outstanding club and/or league business and to comply with our obligations to the FA Governing body.

Your rights

You have rights under the GDPR:

- to access your personal data;
- to be provided with information;
- about how your personal data is processed;
- to have your personal data corrected;
- to have your personal data erased in certain circumstances;
- to object to or restrict how your personal data is processed;
- to have your personal data transferred to yourself or to another organisation in certain circumstances.

You have the right to take any complaints about how we process your personal data to the Information Commissioner:

<https://ico.org.uk/concerns/>

Telephone 0303 123 1113.