



The Unsworth Cricket and Tennis Club Limited  
Registered Office: The Pavillion, Pole Lane, Unsworth, Bury, BL9 8QL  
Telephone: 0161 766 8794

Founder Members of the Greater Manchester Cricket League

## Privacy & Cookie Policy

### Statement of Intent

Unsworth Cricket Club (UCC) is committed to protecting your personal information. We value your trust and are dedicated to maintaining the security and confidentiality of your data.

This Privacy & Cookie Policy explains what information we may collect about you, how we may use it, and the steps we take to ensure that it is kept secure. We also explain your rights in respect of your personal data. This policy applies whenever we collect your personal data, including when you send us booking information, use our website, or use other digital platforms.

Unsworth Cricket Club takes the protection of the data we hold seriously and is committed to complying with the Data Protection Act.

### Data Controller

For the purposes of the General Data Protection Regulation ("GDPR") and UK data protection laws, including the Data Protection Act 2018, the controller is Unsworth Cricket Club (the "Club"), located at The Pavilion, Pole Lane, Unsworth, Bury, BL9 8QL.

The Club's representative responsible for data protection is Pete Long. You can contact them via email at: [enquiry@unsworthcc.co.uk](mailto:enquiry@unsworthcc.co.uk).

### Information We Collect and Use

All personal information that we collect about you will be recorded, used, and protected by us in accordance with applicable data protection legislation and this Privacy Policy. We may supplement the information that you provide with other information (both personal and non-personal) that we obtain from our dealings with you or which we receive from other organisations, for example, our sponsors and partners.

We collect personal data to:

- Provide requested products and services, including event bookings and membership management
- Administer membership, competitions, bookings, and events
- Communicate updates, promotions, and relevant information
- Prevent fraud and maintain secure records
- Conduct market research to improve services
- Personalise and enhance your digital experience

We may collect sensitive personal data, such as health-related information, for the purpose of ensuring safety during events and activities. Explicit consent is obtained for processing health data, and this information is handled with extra care and stored securely.

The types of data we collect may include contact details (name, address, email, phone number, date of birth), payment information, relevant health information, and membership details. Additionally, we may collect technical information such as IP addresses and browsing activity to enhance user experience on our website.

## **Who Has Access to Your Data?**

Members of the Management Committee and its sub-committees have access to your data for legitimate purposes associated with their roles, such as responding to inquiries, administering memberships, and organising events. Data will not be shared with any other organisation unless required by law or for fulfilling the tasks outlined above.

Coaches, event organisers, and employees/volunteers may also have access to your data as needed for planning sessions, ensuring safety, and facilitating communication.

## **Data Sharing and Storage**

We do not sell your personal data. However, your data may be shared with authorised personnel, including:

- Employees and volunteers for membership administration and communication
- Coaches and event organisers for session planning and safety management
- Leagues, governing bodies (e.g., ECB), and relevant associations for participation management
- Third-party service providers for secure payment processing and website hosting

We ensure that your data is stored securely. Digital records are encrypted and protected by industry-standard security measures, and physical records are kept in secure locations. We take appropriate steps to safeguard data transfers and, if necessary, to ensure compliance with GDPR requirements regarding cross-border data transfers.

## **Security of Information**

We take the security of your personal information seriously. We are committed to ensuring your data is secure by:

- Using SSL encryption for online transactions
- Implementing strict access controls and security protocols
- Having security procedures in place to protect paper-based systems and computerised databases from loss, misuse, or unauthorised access
- Regularly reviewing security measures to protect against unauthorised access, disclosure, or loss of data

Additionally, staff and volunteers are regularly trained on data protection and security best practices to maintain the confidentiality and integrity of your personal data.

## **Data Retention**

We retain personal data only for as long as necessary to fulfil business purposes or legal obligations. Typically, this includes:

- Membership records for active members and for a reasonable period after membership lapses
- Event booking and payment records for legal and accounting purposes

You may request deletion of your personal data at any time.

## **Your Rights**

You have the following rights regarding your personal data:

- Access: Request details of personal data we hold about you
- Rectification: Correct any inaccurate or incomplete data
- Erasure: Request deletion of your data ("right to be forgotten")
- Restriction: Limit the processing of your data
- Objection: Object to data processing based on legitimate interests
- Data Portability: Request a copy of your data in a structured format

To exercise these rights, please contact us at: [enquiry@unsworthcc.co.uk](mailto:enquiry@unsworthcc.co.uk). We may request verification of your identity before fulfilling your request to protect your privacy.

## **Legal Basis**

We collect and process personal data under the following legal bases:

- Legitimate Interests: For membership management, event administration, and communication

- Consent: For processing health data and sending marketing communications
- Legal Obligations: To comply with regulatory and safeguarding requirements

### **Cookies**

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a particular site. Cookies are used to record how you navigate this website and provide a better experience.

A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us. You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can modify your browser settings to decline cookies if you prefer. Declining cookies may affect your ability to use certain features of the website.

We use cookies to enhance your experience on our website, including:

- Essential cookies for site functionality
- Performance cookies to analyse website usage
- Functionality cookies to remember your preferences

Further guidance on how to control cookies in your browser can be found on the Information Commissioner's Office website.

### **Monitoring**

For your safety and security, CCTV is in operation inside the pavilion and around our premises. Footage is retained for a reasonable period and securely stored. If you have any questions about CCTV monitoring, please contact us.

### **Contact Us**

If you have any questions, concerns, or requests regarding your personal data or this Privacy & Cookie Policy, please contact us at:

Unsworth Cricket Club

The Pavilion, Pole Lane, Unsworth, Bury, BL9 8QL

Email: [enquiry@unsworthcc.co.uk](mailto:enquiry@unsworthcc.co.uk)

Phone: 0161 766 8794

### **Changes**

We review this policy regularly to ensure compliance with data protection laws and industry best practices. Updates will be posted on our website, and significant changes will be communicated directly to members.

### **Where to Make a Complaint**

If you have a complaint regarding any aspect of your personal data or this privacy policy, please write to us at the above address. If you are still not satisfied with the outcome of your complaint, you may contact the Information Commissioner's Office at:

Information Commissioner's Office,

Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

You can also contact the Information Commissioner's Office using their online form: [ico.org.uk/global/contact-us/email](https://ico.org.uk/global/contact-us/email)

Updated: January 2025