Richmondshire Cricket Club Privacy Policy

# Introduction

The processing of your data is necessary for the purposes of the legitimate interests of Richmondshire Cricket Club. This privacy statement outlines what this means in practice and explains how Richmondshire Cricket Club (RCC) collects, stores, manages and protects your data.

# Who we are and what we do

Richmondshire Cricket Club exists to provide the whole community with access to the sport of cricket and to our facilities. For our playing members and supporters, we do this by providing a range of senior and junior teams in a variety of standards of league and cup competitions, access to coaching, training, and development facilities, and social and networking events.

In order to provide these services, we have a database that contains personal data collected by the club during the course of our relationship with our playing members and supporters. The vast majority of the information we hold will have been obtained directly from you; and if you interact with other clubs, leagues, county boards, or ECB, we may receive data from these organisations in order to keep your details up to date.

Developing a better understanding of our playing members and supporters through their personal data helps RCC ensure that your engagement, participation and involvement with the club is enhanced and allows us to engage in a personalised and relevant manner. It also helps us, where appropriate, to ask for your support with the things we believe you care about most.

# The data we hold

If you are a playing adult member, supporter or registered parent or guardian of a junior member, the data we hold includes:

* Your name, title, gender and data of birth
* Your home address, email address and telephone numbers
* High-level detail of any disability you may have (only for playing members).

If you are a playing junior (u18 or below) member, the data we hold includes:

* Your name, title, gender and data of birth
* Your home address, email address and telephone numbers
* Name of the school you attend and personal detail of one or both of your parents
* High-level detail of any disability you may have
* Name of your GP and detail of any medical conditions that you may have.

Some of the personal data we hold about you has been provided by you during interactions with the club, for example website activity, face to face meetings, event registrations, volunteering activity or making a donation, namely:

* Your donation history, gift amount and Gift Aid status, where applicable, as required by HMRC
* Updates to your contact details. Address, email and phone
* Records of verbal or email conversations/meetings, including personal and philanthropic interests
* Your family and partner/spousal details
* Your relationships with other RCC members, staff, donors and friends
* Information about your engagement in RCC meetings, events, groups or networks
* Your volunteering activity with RCC
* A record of the communications we have sent to you and any responses to such communications
* Your contact preferences.

# What we use your information for

Unless you have requested otherwise, the information you provide is used by RCC to communicate with you for its engagement, participation and fundraising purposes. These may include:

* Notifications of upcoming matches and requesting player’s availability
* Providing you with the services and information you asked for
* The promotion of benefits and services available to members and supporters
* The promotion of Richmondshire Cricket Club events
* Distribution of RCC mailings (e.g. newsletters, announcements)
* Club-related fundraising initiatives involving members and supporters
* Eliciting non-financial support (e.g. volunteering at events).

We regularly review records of our players, members and supporters to ensure your data is as accurate as possible.

To ensure that our communications are relevant to you and your interests, we may use tools that help us track whether the emails we send are opened and which links are clicked within a message. We may also track website visits and use analytical tools, such as Google Analytics, to use this information to improve our website.

# Who we share your personal information with

Richmondshire Cricket Club are required by the ECB, the County Boards and the leagues with whom we participate, to share the personal information of registered players. This information consists of the following:

* Your name, title, gender and data of birth
* Your home address, email address and telephone numbers

For senior team captains, vice-captains, and scorers, junior team managers and coaches, and some volunteer roles within the club, additional safeguarding measures may also be undertaken as required by ECB and RCC Safeguarding Policies. Personal Information is initially shared by RCC with Atlantic Data Ltd who operate the disclosures service on behalf of ECB. This information consists of the following:

* Your name, gender and data of birth
* Your email address

# Other websites

Our website may contain links to other websites. This privacy policy only applies to the data stored and processed by RCC so when you link to other websites you should read their own policy.

# How long is personal data held?

Richmondshire Cricket Club considers its relationship with playing members and supporters as life-long. This means that we will maintain a stakeholder record for you until such time as you notify us that you longer wish us to keep in touch. In this instance RCC will delete the majority of your personal data it holds but will maintain basic personal data to ensure we do not inadvertently create a new record in the future.

Your right to make changes or ask us to stop using your data

You are in control of your data have the right to opt-out of all or specific communications types at any point. To change your preferences, please contact us via: mike.heseltine@richmondshirecc.org or complete our contact preferences update form at: [www.richmondshirecc.org.uk](http://www.richmondshirecc.org.uk).

You also have the right to request copies of the data held about you, to do so please submit a ‘Subject Access Request’ via mike.heseltine@richmondshirecc.org.uk.

# If you have a concern about how your data is being handled

You can contact Richmondshire Cricket Club at: mike.heseltine@richmondshirecc.org.uk. In addition, you can raise any concerns direct with the Information Commissioner Office (ICO) [here](http://ico.org.uk/concerns).

# Changes to the Privacy Statement

In the interested of being transparent we may amend this Privacy Statement from time to time. Any significant changes to this Policy or to the way we treat your data will be communicated via the club website.

# Further Information

If you have any questions which you feel have not been answered by this Privacy Statement, please do not hesitate to contact to email or write to:

**The Chairman**Richmondshire Cricket Club

New Clubhouse

Hurgill Road

Richmond

North Yorkshire

DL10 4AR
email: mark.layfield@richmondshirecc.org.uk

RICHMONDSHIRE CRICKET CLUB
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