



## GDPR – our responsibility Capitol Squash Club

### **The categories of information we collect include ...**

- Name
- Age
- Date of Birth
- Email address
- Phone number
- Reasons for joining

### **Why do we collect these?**

- Essential Membership administration
- Ensuring the payment of requisite fees
- To ensure efficient management of Capitol Squash Club
- In the event of an emergency
- So that Members can contact each other for arranging games or Ladder challenges

### **The lawful basis on which we process this information**

We process this information under Section 6 of the GDPR legislation (25<sup>th</sup> May 2018) specifically, by consent

### **Who we share this information with**

We routinely share this information with ...

- Membership Secretary
- Club Chairman
- Club Treasurer

### **Requesting Access to your Personal data**

Under the Data Protection legislation, you have the right to request access to information about you that we hold. To make such a request, please contact a Committee Member

You also have the right to ...

- Object to processing of Personal data that is likely to cause or is causing damage or distress
- Prevent processing for the purpose of direct marketing
- Object to decisions being taken by automated means
- In certain circumstances, have inaccurate personal data rectified, blocked, erased or destroyed

If you have a concern about the way we are collecting or using your personal data, we ask that you raise your concern with us in the first instance.