



## EBBSFLEET UNITED WOMEN & YOUTH

### Introduction

Ebbsfleet United Women Football Club (EUWFC) Youth Section is a Voluntary Youth Organisation.

EUWFC Youth Section is committed to ensuring the privacy and confidentiality of players, parents/guardians, volunteers, managers and coaches.

EUWFC Youth Section is the “Data Controller” of your personal data and the Club Address is c/o The Kuflink Stadium, Stonebridge Road, Northfleet, Kent. DA11 9GN.

Reference to personal data may include any information which directly or indirectly identifies you. This may include your name, address, date of birth, email address and bank details.

The personal data you supply will be held in electronic and/or manual format.

The processing of personal data by EUWFC Youth Section will be in line with the Data Protection Act (“DPA”) and the General Data Protection Regulations (“GDPR”). This policy reflects our duties to use information fairly, keep it secure, make sure it is accurate and keep it up to date. Please read this policy to understand how your personal information will be treated.

### Where EUWFC Youth Section collect information from

The personal information we hold is shared with us by yourselves on the player registration form.

### How EUWFC Youth Section uses your personal data

We collect and process your personal data for the following purposes:

- to provide the Club Registration Secretary, Committee members, team managers and team coaches with relevant necessary information;
- to create Whatsapp groups for communication between a team's parent group;
- to collate general statistical information about our membership, as required by the Football Association and any associated Governing Bodies or Local Authorities;
- to distribute, by e-mail, Club Newsletters and information about Club Events;
- to provide The FA and any relevant football leagues or associations we are linked with, necessary information as requested;
- to comply with legal requirements;
- to deal with membership related matters; and
- to administer Committee and Managers meetings.



# GDPR Privacy Policy Document V.3.0 Autumn 2023

## EBBSFLEET UNITED WOMEN & YOUTH

We will keep your personal data confidential, and we will take appropriate measures to protect it against loss, theft or misuse and to safeguard your privacy.

By joining EUWFC Youth Section as a player, volunteer, parent/guardian, manager or coach, you should understand that we may use some or all of the personal data you have provided for the above purposes.

The primary basis upon which EUWFC Youth Section process your personal data is that it is necessary for the legitimate interests of a Voluntary Youth Organisation. EUWFC Youth Section's legitimate interests are broadly defined in the Club Mission Statement and Club Constitution, both of which are located in electronic version, on request.

Certain processing is also carried out because it is necessary to comply with the law, including the requirement that a Voluntary Youth Organisation keeps an accurate register of members names and addresses. If you wish to be a member you must provide this information to us. EUWFC Youth Section may contact you at your home address, by telephone, SMS or email.

## Sharing of information

We may disclose information about you to EUWFC Youth Committee, Managers and Coaches, insofar as reasonably necessary for the purposes as set out in this Privacy Policy.

EUWFC Youth Section will not disclose any of your personally identifiable information to any third party unless they are processing data on EUWFC Youth Section's behalf, or for lawful purposes.

## Third Parties

EUWFC Youth share some personal information with third parties as required to do so by law and as is necessary to administer the Club, including, but not limited to:

- the FA;
- the London FA;
- L&SERWFL;
- KGLFL;
- SECWFL;

We have organisational and security measures in place to protect your personal data.



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## EBBSFLEET UNITED WOMEN & YOUTH

Any personal data provided by you on any social media or other external website or service (including any that you link to from the EUWFC website) will be subject to and governed by the privacy notice and policies of the organisation that operates the relevant platform/website.

### General

**Storage of Data:** We will keep your personal data only for the period necessary to enable us to fulfil the purpose(s) for which we collected it, to comply with our legal obligations and/or whilst we maintain a legitimate interest in retaining it.

**Updating and accessing your information:** You have the right to correct the personal data we hold on you or change how we process your data or contact you. You have the right to access the personal data we have kept on record about you. You have the Right to ask for the personal data to be removed when you leave the Club, however, this will automatically occur usually, within 3 months of your departure.

If you have any questions or concerns about this policy or would like to request access, correction or deletion of your personal data, please email the Youth Club Secretary, Derek O'Neill, at [doneill.euwfc@gmail.com](mailto:doneill.euwfc@gmail.com)

EUWFC Youth are committed to your data protection and upholding your data rights. If you think we have not done so, please let us know and email the Youth Club Secretary, Derek O'Neill, at [doneill.euwfc@gmail.com](mailto:doneill.euwfc@gmail.com).

You have the right to complain to the Information Commissioners Office.

### Amendments of this Policy

We may amend this Policy at any time, however if we do, then we will inform you and will place a revised version of the Policy on the EUWFC Website.