

Data Privacy Statement for Wymondham Archers

Welcome to 'Wymondham Archers' data privacy statement. Below we highlight how we use, store or share your data. We endeavour to take care of your data by holding it securely. Below is highlighted how you can gain access, rectification, erasure, restriction, objection, or data portability of your data. These rights may change, if the law affecting them does. There are only a handful of reasons Wymondham Archers would share your data outside of registration with affiliating bodies, these being those relating to crime and terrorism or in relation to the safeguarding of vulnerable children or adults.

Introduction to Wymondham Archers, Data Privacy Statement

The key purposes of our data privacy statement are as follows:

1. **Transparency:** We only hold data from you that you have provided to Wymondham Archers for the purpose of being part of Wymondham Archers, Archery Club. This includes your contact details, date of birth, names and address. We use this information to affiliate you to Wymondham Archers associated affiliating bodies and for contacting you in relation to Club information.
2. **Consent:** By providing us with your data you have consented to us using it for Club purposes. You may opt for several levels of data usage with Wymondham Archers;
 - a. 'normal usage', where we can contact to you on various matters in relation to Archery Club activities or
 - b. 'restricted usage', where you will only be contacted in an emergency, on matters of health and safety or on matters of essential Wymondham Archers facilities usage.
 - c. seeking complete withdrawal of your data from us, will preclude you from remaining a member of Wymondham Archers.
3. **Your Rights:** You will at all times have the right to access your data, to be able to rectify or erase your data, or make a request to alter the level of data usage by Wymondham Archers within that detailed in 'Consent', above.
4. **Data security:** Wymondham Archers will take excellent care of your data. We do not share your data to any other organisations, other than those necessary for your inclusion with Wymondham Archers and affiliated bodies. Should you request alteration of your data you can do so by contacting Wymondham Archers membership secretary at secretary@wymondhamarchers.co.uk. Should you wish your data to be destroyed, we will of course do this, although this will affect your ability to remain a member of Wymondham Archers.
5. **Data sharing and transfers:** Should you wish your data to be shared or transferred to another Club you can request this by contacting our membership secretary at secretary@wymondhamarchers.co.uk.
6. **Retention and deletion:** Your personal data will be retained within the guidance of GDPR. We will consider factors such as the purpose of processing, legal obligations, contractual requirements, and any applicable statutory limitation periods for legal claims,

in relation to your membership of Wymondham Archers. We will always consult our affiliating body or legal professionals and/or data protection authorities for guidance on specific circumstances. Your data may be held by our affiliating bodies for different periods of time, please consult their policies and procedures. We will securely delete your data from our datasets should you request this. Please see 'Consent', above.

7. **Complaints and contact information:** Should you wish to contact Wymondham Archers regarding obtaining further information or to lodge a complaint regarding your data, please do this with our membership secretary at secretary@wymondhamarchers.co.uk.

From time to time we may update our data privacy statement. We will notify you of this via our communications routes. Specific requirements for our data privacy statement may vary depending on the applicable data privacy laws and regulations. We will consult our affiliating bodies or experts in data privacy to ensure compliance with relevant laws.

Committee: Wymondham Archers