



# Bromley Croquet Club

## PRIVACY NOTICE

This privacy notice describes how the Bromley Croquet Club processes personal information it holds about you, or that you are about to share with it. The club will endeavour to meet its obligations under the General Data Protection Regulation (GDPR) to process your information fairly, but this notice outlines your rights if you object to how it treats your information.

The controller of the data is the Bromley Croquet Club. The club has not appointed a Data Protection Officer under GDPR: its committee is collectively responsible for its obligations.

The data is processed by club members acting in a voluntary capacity on its behalf and by internet service providers hosting its website and e-mail services.

The club processes (or will process) information about you in order to administer your membership and/or support its activities, for example the tournaments it runs and the entertainment of visiting teams.

The lawful basis for holding membership records is to fulfil the contract with you as a member (or potential member) of the club. More generally, the basis for the processing described above is that it is in the legitimate interests of the club in pursuit of the aims stated in its rules, yourself and/or the sport more widely.

The club holds and processes the following categories of personal data from all members:

- name
- address
- phone number(s)
- email address
- handicap

The club will share your data with The Croquet Association if you elect to become a member of it or play in a tournament subject to its regulations, and may do so with other individuals, clubs and federations connected with the sport, in connection with your participation in it.

It will publish your name, contact details, membership class and handicap(s) in membership lists made available in the clubhouse and to fellow members, to facilitate contact between members and to help them arrange games.

It will provide results of ranking games to ranking officers working on behalf of the World Croquet Federation and may publish tournament results and other information about club activities on [www.croquetscores.com](http://www.croquetscores.com), the CA's, the South East Croquet Federation's or its own websites.

It will not pass your data to other organisations without your consent, unless under a legal obligation to do so.

Data processed by the club will be held on servers held in the UK, European Union or countries which have equivalent data protection safeguards.

Except where required for archiving purposes (e.g. results of tournaments and club competitions and records of club activity, such as minute books and membership lists), data about you will be deleted six years after you last had financial dealings with the club.

You have the right to object to how the club processes your personal information. In particular, you can request that your contact details are not shown in published membership lists. You also have the right to access, correct, and, in some cases, delete and restrict the use to which your information is put. In addition, you have the right to complain to the club and to the Information Commissioner at <http://ico.org.uk/global/contact-us>.

Please contact the club secretary in the first instance if you have any queries or concerns.

The primary source for information about the club's members, tournament players and visitors is the people themselves. For those who are members of the Croquet Association, information may also be taken from its website.

If you do not provide the information required by the club to become a member, enter a tournament or visit the club then you will be unable to do so.

Software may be used to produce draws and orders of play for tournaments, but otherwise no automated decision-making software is used by the club.

Members can opt-in:

- to enable their name, address, phone number(s), email address and handicap to be sent to other members and to be displayed on lists in the clubhouse;
- to enable them to receive emails or written correspondence relating to the club's activities and other matters related to the game;
- to allow their phone number and email address to be given to the SECF if elected club Chairman, Secretary or Treasurer;
- to allow their name, address, phone number and email address to be given to the CA if elected Club Secretary;
- to allow their personal details (name, address, phone number, email address and handicap) to be passed to the Croquet Association (CA) so that they can be Standard Members of the CA;
- to allow CA members of all clubs of which they are a member to see their data;
- to allow all CA members to see their data

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