

Cookstown Swim Club Privacy Policy

This privacy policy sets out how Cookstown Swimming Club governs the privacy of its members and users of this website.

Cookstown Swimming Club is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website or our membership portal, then you can be assured that it will only be used in accordance with this privacy statement.

Cookstown Swimming Club may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes. This policy is effective from 4th September 2018.

What We Collect

Through our website we collect only email addresses and telephone numbers when responding to enquiries. These details are not stored or processed by the club following the initial correspondence.

In our online membership portal, we capture more detailed information on each member, including:

- Name, address, telephone numbers
- Emergency contact details and medical records
- Swimmer related details, such as ASA number, squad, and training centre
- Volunteer qualifications

Why Do We Need It?

We require this information in order to operate the club and provide the very best service to our members, including:

- Effective communication about upcoming events and changes to scheduled activities, such as the cancellation of training
- Contacting next of kin in the event of emergencies
- Coaches being fully informed of medical conditions of members when training or away at events
- Internal record keeping, e.g. volunteer qualifications

Security

We are committed to ensuring that your information is secure. In order to protect personal identifiable information, we host our membership database in a secure and encrypted online portal.

We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required by law to do so. We may use your personal information to send you promotional information about third parties which we think you may find interesting if you tell us that you wish this to happen.

Links to Websites

Our website may contain links to other websites that might be relevant to you. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement.

Information Requests

Data Subject Access Requests (DSAR's)

You may request details of personal information which we hold about you under the Data Protection Act 1998 and subsequent regulations (such as GDPR 2018). If you would like a copy of the information held on you please write to Cookstown Swimming Club via our contact page and we will handle your request within the regulated timescales (maximum one month).

If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible. We will promptly correct any information found to be incorrect.

Your Right to be Forgotten

If you believe that information is being held about yourself without legitimate grounds, then you have the right to request this data to be deleted. Please do so by emailing the address below.

Contact

All enquiries relating to data privacy should be made to info@swimcookstown.com

