

# General Data Protection Regulation (GDPR)

Gosport Gators Netball club

# Policy

## Purpose

The purpose of this document is to explain the regulation that came into effect 25th May 2018 and the responsibilities of the club regarding data.

## GDPR explained

GDPR stands for General Data Protection Regulation.

It outlines the privacy rights of every EU citizen and the ways in which an individual's 'Personal Data' can and can't be used.

Personal data is information about an individual such as name, address, phone number etc. and includes special categories of personal data including one's race, ethnicity, religion or sexual orientation.

## What data do we collect

Gosport Gators Netball Club collects a variety of data on its members in order for it to operate in an efficient and safe way. The information we collect includes:

- Medical information – required in order to provide first aid responses
- Membership forms including, consents and diversity information – required to affiliate to governing bodies
- Contact details (club members and family members) – required for general communication and emergencies
- Safeguarding information – DBS checks etc.

## Club undertakings

- Consent will be obtained and refreshed regularly – via the welcome/membership pack
- Privacy statements will be updated
- Information will be protected and accurate
- Specific locations of information will be made known
- Subject Access Request will be facilitated within 1 month
- Breaches will be reported within 72 hours
- Privacy by design and by default will be adopted
- Enable the lifecycle of the data (Capture, Store, Use, Destroy).

## GDPR planning

Planning for GDPR and the actions we need to take in order to comply are included in the Club Action Plan.