



Mansfield Hockey Club – Data Protection Policy

Introduction

The General Data Protection Regulation (GDPR) is a comprehensive update to European Law that went into effect on 25th May 2018. The GDPR was designed to update data privacy laws across Europe and empower all EU resident's privacy and change the way organisations approach data privacy. The GDPR applies to all organisations that hold data for EU citizens, regardless of size.

The following policy has been adopted by Mansfield Hockey Club to ensure compliance to the GDPR regulations.

Types of Personal Data

Personal data is information relating to an identified or identifiable natural person. An identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location number, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person. Personal data can also include IP addresses and mobile device ID's etc.

Sensitive personal data is personal data, revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, trade-union membership, data concerning health or sex life and sexual orientation, genetic data or biometric data. Data relating to criminal offences and convictions are addressed separately (as criminal law lies outside the EU's legislative competence).

Whose Data

Mansfield Hockey Club will only collect and store data from players, coaches, umpires, volunteers, emergency contacts and other parties such as prospective players.

Collecting Data

Mansfield Hockey Club collect personal data from a multitude of sources. These sources include consent forms, information provided in correspondence with us, information provided via our website and other information necessary to conclude transactions.

The provision of all personal data is voluntary, but is required to deliver our promises regarding player safety and surrounding the individuals involved in the club, the successful running of the club and / or respond / direct communications with individuals.

Members may also provide us with other information through a web form, or participation in chats or community discussions.

Mansfield Hockey Club only hold and process data absolutely necessary for the completion of our duties, as well as limiting the access to personal data to those who act out the data processing.

Data Processing

Data processing means any operation or set of operations performed upon personal data or sets of personal data, whether or not by automated means such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consolidation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.



Consent

Any member may withdraw consent and request data to be erased, or exercise their right to be forgotten at any time by emailing the club secretary.

Protection of Personal Data

Mansfield Hockey Club will protect all personal information using technical and administrative security measures to reduce the risks of loss, misuse, unauthorised access, disclosure and alteration. Some of the safeguards Mansfield Hockey Club use are firewalls and data encryption, and information access authorisation controls.

Data Breaches

A personal data breach means a breach of security leading to the accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to, personal data transmitted, stored or otherwise processed.

If a personal data breach results in risk to the rights and freedoms of natural persons, Mansfield Hockey Club will without undue delay and where feasible, not later than 72 hours after having become aware of the breach, notify the data subject to inform those effected of the breach.

Sharing Data

Mansfield Hockey Club do not and will not sell, rent or otherwise disclose your personal information to third parties without consent, unless required to operate our business or compelled to do so by law.

Personal data held by Mansfield Hockey Club will be accessible by the following committee members:

- Chairman
- Secretary
- Team Captains
- Child Welfare
- **Head Coach**
- **President**
- **Vice Presidents**
- **Treasurer**