

# Data Privacy Notice



At Tondou United FC we take your data privacy very seriously.

This Data Privacy Notice sets out how we use and look after the personal information we collect from you. We are the data controller, responsible for the processing of any personal data you give us. We take reasonable care to keep your information secure and to prevent any unauthorised access to or use of it.

## What personal data we hold on you

Personal data means any information about an individual from which that individual can be identified. We collect, use, store and transfer some personal data of our participants and if applicable, their parents or guardians, and other Tondou United FC members.

You provide information about yourself when you register with Tondou United FC, and by filling in forms at an event or online, or by corresponding with us by phone, e-mail or otherwise.

The information you give us may include your name, date of birth, address, e-mail address, phone number, gender, and the contact details of a third party in the case of emergency. We may also ask for relevant health information, which is classed as special category personal data, for the purposes of your health, wellbeing, welfare and safeguarding. Where we hold this data it will be with the explicit consent of the participant or, if applicable, the participant's parent or guardian.

Where we need to collect personal data to fulfil membership benefits. Should you wish not provide such personal information, Tondou United FC will be unable to provide the majority of membership benefits.

## Why we need your personal data

We will only use personal data for any purpose for which it has been specifically provided.

The reason for holding your personal data is to enable Tondou United to provide its members with its membership benefits. This includes arranging matches, to administer memberships and membership payments, to ensure that all players are eligible to represent Tondou United FC and to ensure that the Tondou United FC is able to comply with all applicable obligations in accordance with the Rules and Regulations of our governing body, the Football Association of Wales ("FAW"). The lawful basis for processing your personal data is that we have a contractual obligation to you as a participant or member to provide the services that you are registering for and/or we have a legitimate interest to ensure that Tondou United FC is administered properly and in accordance with the Rules and Regulations of the FAW.

We have set out below, in a table format, a description of all the ways we plan to use your personal data, and which of the legal bases we rely on to do so.

Purpose/ Processing Activity	Lawful Basis for processing under Article 6 of the GDPR.
Processing Membership Forms	Performance of a contract
Processing Payments	Performance of a contract
Organising Matches	Performance of a contract
Communication of fixture events	Performance of a contract
Sharing data with Tondou United Coaches	Performance of a contract
Sharing data with leagues we are in membership of and Area Associations.	Performance of a contract

Sharing data with committee members to provide information about Tondy United FC activities, membership renewals or invitation to social events	Performance of a contract
Sharing names with suppliers of trophies	Performance of Contract
Publishing member's achievements via Social media.	Legitimate Interest
Processing Tondy United FC shop orders	Performance of Contract
Publishing photos of matches and any football related photography and/or videography	Consent <b><i>(If under the age of 16, consent from the child and parent/guardian will be required prior to photo/video being published)</i></b>
Sending out marketing information such as newsletters and information about promotions and offers from sponsors	Consent
To ensure we understand possible health risks	Performance of Contract

### Who we share your personal data with

Your personal data may be shared with Leagues, Area Associations, the FAW and First Sports International (who administer on behalf of the FAW the Central Player Registration portal and MyClub portal) in order to ensure that the League is administered properly, that players and Clubs are correctly registered and for affiliation, safeguarding and licensing purposes and to comply with all applicable Rules and Regulations of the FAW.

We may share your personal data with selected third parties, suppliers and sub-contractors such as referees, coaches or match organisers. Third-party service providers will only process your personal data for specified purposes and in accordance with our instructions.

We may disclose your personal information to third parties to comply with a legal obligation; or to protect the rights, property, or safety of our participants, members or affiliates, or others.

Tondy United FC's data processing may require your personal data to be transferred outside of the UK. Where Tondy United FC does transfer your personal data overseas it is with the sufficient appropriate safeguards in place to ensure the security of that personal data.

### Protection of your personal data

We have put in place appropriate security measures to prevent your personal data from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed.

### How long we hold your personal data

We collect the data from each members at the beginning of each season. We will delete this data before the beginning of the following season, after a participant or member has left or otherwise ended their membership or affiliation. This is to ensure at the start of each season we have an up to date record of each active member and any non-returning member will be deleted. We will also delete your data if specifically requested to do so by the data subject. If there is a legal reason for retaining your personal data we will retain your personal data for the duration of the legal dispute. The personal data that is stored on First Sports International is subject to their privacy policy, we advise that you review their policy together with this notice.

### Your rights regarding your personal data

As a data subject you may have the right at any time to request access to, rectification or erasure of your personal data; to restrict or object to certain kinds of processing of your personal data, including direct marketing; to the portability of your personal data and to complain to the UK's data protection supervisory authority, the Information Commissioner's Office about the processing of your personal data.

As a data subject you are not obliged to share your personal data with Tondy United FC. If you choose not to share your personal data with us we may not be able to register or administer your membership.

We may update this Privacy Notice from time to time and will inform you of any changes in how we handle your personal data.

If you have any questions about this Privacy Notice then please contact:

**Richard Deere**

[Treasurer@tonduunited.co.uk](mailto:Treasurer@tonduunited.co.uk)

07794 364 427

