



Old Wilsonians' Sports Club's Privacy Notice

We are a safe pair of hands when it comes to your personal data.

Personal data is any data which can identify you. It can identify you either on its own or when joined to other data we have.

Quick reference to our privacy notice

Our privacy notice tells you how we will collect and use your personal data, when we may share your information with companies in the Old Wilsonians' Sports Club Association, and our selected third parties.

Who are we?

Headquarters: OLD WILSONIANS' SPORTS CLUB
Hayes Hill, Hayes, Bromley, Kent BR2 7HN
TEL: 020 8462 2600

The Old Wilsonians Association were originally on a ground in Dulwich Common until moving to the adjacent school playing fields after the second World War.

In 1959, the OW Association moved to its present headquarters with the acquisition of the Hayes Hill Sports Ground. This was achieved by the sterling efforts of the OW Association Management Committee of that time, lead by its President A.W. (Bert) Bourner. The purchase of the ground was financed by OW Association funds, a mortgage, a contribution from the OWTC together with a substantial donation from A.W. Bourner made the existence of the Old Wilsonians' Sports Club possible.

A.W. (Bert) Bourner with the assistance of the likes of Freddie Cross, Bill Penfold, Tom Richardson, Freddie Lang and E.G. Camden Pratt were instrumental in setting up the OW Sports Club and its management which has been well served since 1959 by past Presidents, committee officials and members.

The OW Sports Club comprises of the:

- OW Football Club
- OW Cricket Club
- Lawn Tennis Club
- Squash Club
- Golf Society
- Social membership.

When do we collect your personal data?

We collect your personal data when you, or your child, join each of our subsidiary clubs and we keep that data safe.

What personal data do we collect and use?

We will need to collect your personal details or that of your child and hold them safely and securely. Such as:

- Full name / Address / DOB / Gender / Contact Email / Contact Number / Emergency Contact Number / Medical Conditions (when relevant)
- We have a legal obligation and a legitimate interest to provide you and other members of our organisation with a safe environment in which to participate in sport. CCTV footage is kept of communal areas at the club's Hayes facility for the reason of security and is only accessed when required for this reason.



- We may ask your consent when taking pictures of sporting session
- When coaching assessments may be made to improve your development of the sport

Why do we need to collect and use your personal data/the legal basis for using your data?

We collect data under the legal basis of legitimate interest, contractual agreement or consent:

- Membership Registration is a contractual agreement between the member and the respective club,
- Your club will want to contact you about the matches and the events that we run during the respective seasons under the legal grounds of legitimate interest.
- For children under the age of 13, parental consent will be asked for during membership
- In a medical emergency we may need to share your personal medical details under the legal grounds of

Who do we share your personal data with?

As a member of your Sport's section you are automatically a member of the Old Wilsonians' Sports Club Association and your details will be shared and held by them as the overall governing body.

You club would also have to share your personal data with the following parties:

- Their respective governing sporting body, such as the FA, ECB or LTA
- Each sport's section could also need to complete a league registration of you as a participant
- To register you as a coach or helper your sport's section will need to complete a DBS check on you along with the relevant documents. This is collected under the legal grounds of legal obligation

How long will we keep your personal data?

We have a legitimate interest in retaining records whilst they may be required in relation to complaints or claims. We need to retain records in order to properly administer and manage your membership and run our club and in some cases we may have legal or regulatory obligations to retain records.

For criminal records history we process it on the basis of legal obligations or based on your explicit consent.

What are your rights over your personal data?

You rights under the GDPR are as follows:

- the right to be informed about how your personal information is being used;
- the right to access the personal information we hold about you;
- the right to request the correction of inaccurate personal information we hold about you;
- the right to request the erasure of your personal information in certain limited circumstances;
- the right to restrict processing of your personal information where certain requirements are met;
- the right to object to the processing of your personal information;



- the right to request that we transfer elements of your data either to you or another service provider; and
- the right to object to certain automated decision-making processes using your personal information.

About your consent

If consent has been given by yourself you have the right to remove this consent at any time, via your club's representative, and we will respect this request at both club and OW Sport's Club Association level. We need to keep your details for an additional period for legal reason, such as DBS checks, but we will be transparent if this is the case.

Our website

Our website contains a cookie policy on how we would work with any data.

We do have a dedicated secure membership portal where member may be given access to

Our website can be reviewed @ www.oldwilsonians.com

Complaints

Should you wish to discuss a complaint, please feel free to contact us via our representative doug.forbes@prsepcs.com. All complaints will be treated in a confidential manner.

Should you feel unsatisfied with our handling of your data, or about any complaint that you have made to us about our handling of your data, you are entitled to escalate your complaint to a supervisory authority within the European Union. For the United Kingdom, this is the Information Commissioner's Office (ICO), who is also our lead supervisory authority. Its contact information can be found at <https://ico.org.uk/global/contact-us/>.

Any questions

Guide to the General Data Protection Regulation (GDPR)

<https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/>

Direct marketing checklist

<https://ico.org.uk/media/for-organisations/documents/1551/direct-marketing-checklist.pdf>

Right to be informed

<https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/right-to-be-informed/>

Individual rights

<https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

If you have any further questions on our GDPR compliance, please do not hesitate to contact us our representative at doug.forbes@prsepcs.com