

CRESCENT LAWN TENNIS CLUB AND DATA PROTECTION

Under the Government's new Data Protection Regulations 2018 (adopted from EU Legislation), the Club is required to let all members know what our policy is on protecting the data we hold on you.

Background

I am sure that, like me, many of you were bombarded earlier this year with communications from bodies you may have had dealings with setting out their data protection policies. Everyone signed up through the ClubSpark system will have received an email setting out the LTA's data protection policy. These required you to acknowledge the communications by either, signifying consent to carry on being contacted or, opting out. What the Club proposes to do now mirrors those exercises.

On ClubSpark, the Club holds contact details for all members (adults & juniors) by way of name, address, date of birth and contact details (email & telephone number(s)). This system does **not** hold Members' Bank details and the administrators have no way of accessing them. Only the following Committee members have access to this data: Bernie Adams (Treasurer & Membership Secretary), myself (Acting Chairman and Secretary), Christine Mackenzie (Fixture Secretary) and Ernie Wellhausen (Head Coach).

What are the implications of the new policy?

Under the new regulations, The Club is not permitted to display a full membership list with contact details publicly ie on the noticeboard. This will make it difficult for people to contact one another when trying to arrange team matches or internal Club events. Team captains will be unable to consult a central list when trying to put teams together, and members participating in Club tournaments will not have access to their partner's/opponent's details to set up matches.

What action does the Club propose?

So, how are we to get around these practical difficulties? Those Committee members detailed earlier who have access rights will be able to pass on contact details **to other Club members only** in respect of Club activities/business eg the AGM, social events, arranging matches, Club tournament etc. We will **never** pass on your details to any third parties. If you

do not want your contact details to be passed on in this way, then you must notify one of the named ClubSpark administrators in writing (text or email is fine). By doing this you may well miss out on information of interest to you.

If selected for a Club team squad, you will be notified of this fact by the relevant captain. It will be **your responsibility** to tell the captain if you do not wish to be contacted using the contact details held by the Club. Please note that, to facilitate match arrangements, team captains may wish to set up small contact groups (using things like Whats App). Again, it will be **your responsibility** to tell the captain if you are not happy with such arrangements.

Finally, when notes are put on the noticeboard asking members to provide contact details to sign up for eg the Club tournament, American tournaments etc you will have been deemed to have given your approval for your name and contact details to be so publicly displayed.

Apologies if all this looks like a sledgehammer to crack a nut but we are constrained by the legislation. Please let me know if you have any questions on this note. This policy will be kept under review and amended as necessary in future to take account of any changes in legislation. We will be adding it as an annex to our Club Rules following approval at the AGM next February.

Graham Watson

Chairman

February 2021