



Privacy Notice

Longwood Football Club is committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership, Longwood Football Club is the Data Controller and is responsible for storing and otherwise processing that data in a fair, lawful, secure and transparent way.

What personal data we hold on you

You may give us information about you or your child by completing the Club's registration forms, or by corresponding with us by phone, e-mail or otherwise. The information you give us may include:

- your name
- your child's name
- your child's date of birth
- photograph of your child
- your address
- your e-mail address
- your phone number(s)
- medical details
- name and contact number of emergency contact

Why we need your personal data

The reason we need your and your child's data is to be able to administer your child's membership and provide the membership services you are signing up to when you register with Longwood Football Club. Our lawful basis for processing your personal data is that we have a contractual obligation to you as a member to provide the services you are registering for. Any medical data we hold is to be used only for the purpose of passing to coaches to allow the safe running of training sessions.

Reasons we need to process your data include:

For football league and competition entry:

- to enter football leagues and competitions
- to administer training sessions

For membership and club management:

- processing of membership forms and payments
- sharing data with committee members to provide information about club activities
- membership renewals or invitation to social events
- club newsletter promoting club activity

Longwood Football Club has the following web and social media pages:

- Facebook Account
- Twitter Account
- Instagram Account
- WhatsApp Groups for individual teams

All members are free to join these pages. If you join one of these websites, applications, providers or groups, please note that provider of the platform(s) has their own privacy policies and that the club do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data on any of these platforms.

Who we share your personal data with

When you become a member of Longwood Football Club, you will also automatically be registered as a member of the Huddersfield Junior Football League. We will provide Huddersfield Junior Football League with your club registration details, which they will use to manage the administration and operation of the Huddersfield Junior Football League.

If you have any questions about the continuing privacy of your personal data when it is shared with the Huddersfield Junior Football League, please contact secretaryhifl@gmail.com

Longwood Football Club does not share any other personal data it holds to any other third party. It also does not store or transfer your personal data outside of the UK.

How long we hold your personal data

We will hold your personal data on file for as long as you are a member with us. Player registration details are updated every year on annual registration forms. Any personal data we hold on you or your child will be securely destroyed after one year after the end of a football season, in line with our retention policy. Your data is not processed for any further purposes other than those detailed in this policy.

Your rights regarding your personal data

As a data subject you 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.

For any enquiries regarding personal data at Longwood Football Club, please contact longwoodfootballclub@gmail.com

As a data subject you are not obliged to share your personal data with Longwood Football Club. Please note, if you choose not to share your personal data with us, we may not be able to register or administer your membership.

This policy is fully supported by the Club Officers who are responsible for the implementation of this policy.