

Sale Sports Club – Data Protection Policy



Our data protection policy sets out our commitment to protecting personal data and how we implement that commitment with regards to the collection and use of personal data.

We are committed to:

- Ensuring that we comply with the eight data protection principles, as listed below
- Meeting our legal obligations as laid down by the [Data Protection Act 1998](#)
- Ensuring that data is collected and used fairly and lawfully
- Processing personal data only in order to meet our operational needs or fulfill legal requirements
- Taking steps to ensure that personal data is up to date and accurate
- Establishing appropriate retention periods for personal data
- Ensuring that data subjects' rights can be appropriately exercised
- Providing adequate security measures to protect personal data
- Ensuring that a nominated officer is responsible for data protection compliance and provides a point of contact for all data protection issues
- Ensuring that all club officers are made aware of good practice in data protection
- Providing adequate training for all staff responsible for personal data
- Ensuring that everyone handling personal data knows where to find further guidance
- Ensuring that queries about data protection, internal and external to the organization, are dealt with effectively and promptly
- Regularly reviewing data protection procedures and guidelines within the club

Data protection principles

1. Personal data shall be processed fairly and lawfully
2. Personal data shall be obtained for one or more specified and lawful purposes, and shall not be further processed in any manner incompatible with that purpose or those purposes
3. Personal data shall be adequate, relevant and not excessive in relation to the purpose or purposes for which they are processed
4. Personal data shall be accurate and, where necessary, kept up to date
5. Personal data processed for any purpose or purposes shall not be kept for longer than is necessary for that purpose or those purposes

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6. Personal data shall be processed in accordance with the rights of data subjects under the [Data Protection Act 1998](#)
7. Appropriate technical and organizational measures shall be taken against unauthorized and unlawful processing of personal data and against accidental loss or destruction of, or damage to, personal data
8. Personal data shall not be transferred to a country outside of the United Kingdom.

Use of your personal information

Sale Sports Club may use your personal information for the following purposes:

- To perform the services you have requested (such as providing you with the benefits of membership or providing you with information relating to the business of the Club, which may involve contacting you by post, telephone or e-mail.
- The reasonable purposes of the Club, acting always within the Data Protection Act 1998.
- To make you aware of Club events and activities.