



CHICHESTER BOWMEN PRIVACY POLICY

What this privacy notices covers

Chichester Bowmen is committed to protecting your personal information. In this notice, references to 'we' or 'us' means Chichester Bowmen and AGB means Archery GB. This notice explains how we collect and use personal information about you.

Who we are

Chichester Bowmen is an archery club affiliated to, and run according to the rules of AGB and has its own website at <http://www.chichester-bowmen.co.uk/> (the "Website").

AGB is a data controller under the data protection rules and their Data Protection Officer is Peter Dickson contactable at Archery GB, Lilleshall NSC&CC, Newport, Shropshire, TF10 9AT or 01952 677888.

Information we gather.

We gather certain information about you. Information about you is also used by AGB, county and regional associations.

We collect information in the following ways:

When you become a member of Chichester Bowmen you will give us information. Information may include your name, date of birth, postal address, email address, phone number, disability, your archery qualifications, award history or CRB / DBS / PVG checks that have been undertaken and a photograph.

The following information may be collected and shared with tournament organisers, scoring systems and results may be published: First Name, Surname, Gender, Bow style, Date of Birth / Age category, Email, Address, Phone number, Club, County, Region, Round (unless defined by age), Disabled (Y/N), Disability info.

Photography and video may be taken at events, and these images may be used on our website, social media platforms and promotional / internal documents.

How we may use your information

We rely on the legitimate interest basis to use your personal information in some circumstances. For example, when you apply to become a member of Chichester Bowmen, we have a legitimate organisational interest to use your information to respond to you and give you the benefits of being a member as explained on the Website.

We also rely on obtaining your consent to use your personal information. For example, we will seek your consent to receive marketing via email and post about AGB.

We may use your information for a number of purposes including the following:

1. Compliance with legal, regulatory and corporate governance obligations and good practice
2. To provide you with information about ours & AGB's work or activities that you have agreed to receive;
3. Ensure we know how you prefer to be contacted
4. Keep a record of your relationship with us.

We will use the information you give us to:

1. Perform services you have requested (such as providing you with Membership Benefits or providing you with information you have asked for);
2. Administer the sport of Archery, for instance by organising tournaments;
3. Provide you with information about other goods and services that we offer that are similar to those that you have already purchased or enquired about;
4. Where we permit selected third parties to use your data, we (or they) will contact you by electronic means only if you have consented to this. If you do not want your data used in this way, or passed on to third parties for marketing purposes, please email membership@chichesterbowmen.co.uk
5. Notify you about changes to our service, including but not limited to any changes to the Member Benefits;
6. Ensure that content from our Website is presented in the most effective manner for you and for your computer; and
7. Any other reasonable purposes of Chichester Bowmen and or AGB, acting always in accordance with the data protection law (as amended from time to time).

Marketing

AGB may contact you for marketing purposes by email or text message if you have agreed to be contacted in this manner. By subscribing to AGB emails or opting in to email communication from AGB, you grant them the right to use the email for both email marketing purposes and advertisement targeting.

AGB may include information from other organisations in these communications.

It is your choice as to whether you want to receive information about AGB's work, how they raise funds and the ways you can get involved. If you do not want AGB to use your personal information in these ways please tick the relevant box situated on the form on which we collect your data.

You may opt-out of AGB's marketing emails at any time by clicking the 'unsubscribe' link at the end of AGB's marketing emails.

You can also change any of your contact preferences at any time including telling AGB that you don't want them to contact you for marketing purposes by telephone, or by post by using the online Members' system or contacting their membership services team on enquiries@archerygb.org Should you have a query regarding this please contact AGB's Data Protection Officer.

AGB will not use your information for marketing purposes if you have indicated that you do not wish to be contacted for such purposes. However, they will retain your details on a suppression list to help ensure that they don't continue to contact you.

Information Sharing and Disclosure

We may share your information with the following selected third parties:

1. County and Regional Associations in order that they may communicate with you regarding archery events only or to allow the associate bodies to manage the running of the sport in their areas.
2. In addition, we may provide membership information such as email address and membership number to our preferred retailer. We use email addresses and membership numbers to validate discounts.

Users under 18

If you are under 18 and would like to get involved, please ensure that you have consent from a parent or guardian before giving us your personal information. When we collect data about a child or young person aged under 18 we will make it very clear as to the reasons for collecting this data and how it will be used.

Keeping your records

We keep records only for as long as required to operate the service in accordance with legal requirements.

Where we may store your information

The data that we collect from you will be transferred to, and stored at Archery GB's registered office and online systems.

By submitting your personal data, you agree to this transfer, storing or processing.

Archery GB will take all steps reasonably necessary to ensure that your data is treated securely and in accordance with this Privacy Notice.

Where AGB have given you (or where you have chosen) a password which enables you to access certain parts of their site, you are responsible for keeping this password confidential. AGB ask you not to share a password with anyone.

Your rights

You have the right to:

1. Have any inaccuracies in your data corrected. If you would like to update the details AGB hold about you other than online, please contact their Data Protection Officer via telephone, email or by letter.
2. Request that AGB delete your personal data.
3. Object to profiling. Profiling is any automated processing of personal data to evaluate any feature of your behaviour preference or location, including online tracking and behavioural advertising.
4. Request that AGB do not process your personal data for marketing purposes.
5. You have a right to request a copy of the personal information AGB hold about you. AGB require you to prove your identity with two pieces of approved identification. Please address requests to the Data Protection Officer and AGB will respond within one month, of receipt of your written request and confirmed ID. Please provide as much information as possible about the nature of your contact with AGB to help them locate your records. This request is free of charge unless the request is manifestly unfounded or excessive.

Changes to this notice and the way we treat personal information

We may update the terms of this privacy notice at any time, so please do check it from time to time.

AGB will notify you about significant changes in the way they treat personal information by sending a notice to the primary email address you have provided to them or by placing a prominent notice on their Website. By continuing to use AGB's Website you will be deemed to have accepted such changes.

Enquires and Complaints

Chichester Bowman's Chairman is the first point of contact regarding any enquires arising from this Privacy Notice. Where possible, please raise all enquires in writing.

If you are unhappy with our work or something that we have done or failed to do, please inform us in writing. Chichester Bowmen will acknowledge receipt of all complaints and will endeavour to investigate the complaint within 15 working days

All complaints should be sent to:

Chairman
Chichester Bowman
Oaklands Park
Chichester
PO19 6AP

You may also complain directly to the Information Commissioner's Office if you are concerned with how we are handling your personal information using their online form which can be found here: <https://ico.org.uk/concerns/handling/>.

Changes to this Notice

We may change this Privacy Notice from time to time. If we make any significant changes in the way we treat your personal information we will contact you directly.