

## **Privacy Policy**

### **Watford Friendly League – League Privacy Notice**

“We” the Watford Friendly League take your privacy very seriously.

This Privacy Notice sets out how we use and look after the personal information we collect from you. We are the data controller, responsible for the processing of any personal data you give us. We take reasonable care to keep your information secure and to prevent any unauthorised access to or use of it.

#### **What personal data we hold on you**

Personal data means any information about an individual from which that individual can be identified. We collect, use, store and transfer some personal data of our participants and other League members.

You provide information about yourself and your members when you register with the League, and by filling in forms at an event or online, or by corresponding with us by phone, e-mail or otherwise.

The information you give us may include name, date of birth, address, e-mail address, telephone number, gender, and the contact details of a third party in the case of emergency. We may also ask for relevant health information, which is classed as special category personal data, for the purposes of health, wellbeing, welfare and safeguarding. Where we hold this data, it will be with the explicit consent of the participant or, if applicable, the participant’s parent or guardian.

Where we need to collect personal data to fulfil League responsibilities and you do not provide that data, we may not be able to honour or administer your registration.

#### **Why we need your personal data**

We will only use personal data for any purpose for which it has been specifically provided.

The reason we need participants’ and members’ personal data is to be able to run the Watford Friendly League and arrange matches; to administer registration and provide the league services you are signing up to when you register with the League as a club or participant. Our lawful basis for processing this personal data is that we have a contractual obligation to anyone as a participant or member to provide the services they are registering for.

We have set out below, in table format, a description of all the ways we plan to use personal data, and which of the legal bases we rely on to do so. We have also identified what our legitimate interests are where appropriate.

Consent. We will only publish personal data in a public domain, including images and names, if we have your consent for us to do so.

<b>Purpose/Processing Activity</b>	<b>Lawful Basis for processing under Article 6 of the GDPR.</b> Data will only be provided to a third-party organisation who have a lawful right to request the information and where the League has a lawful duty to provide the information following a lawful request.
processing registration forms	Performance of a contract which is completed by the League Registrar or any Committee Member performing the duties of the League Registrar.
organising matches	Performance of a contract by the League Fixture Secretaries or any Committee Member performing the duties of the League Secretary.
sending out match or League information and updates	Performance of a contract by the League Secretary and the League Fixture Secretaries or any Committee member performing the duties of either Officer.
to check compliance with our League criteria to participate in the League	Performance of a contract and Legitimate Interests. Our Legitimate Interests are that we need to ensure that participants meet the appropriate criteria to ensure that the matches that are organised are fair.
sharing data with referees	Performance of a contract in order that the Match Official is able to attend at the correct location and that he or she is able to contact any person named within the contacts list for any competing Club within the League.
sharing data with the club you are a member of, county football associations and the FA	Performance of a contract in order to ensure the efficient running of the administration of the League.
sharing data with committee members to provide information about league activities, registration renewals or invitation to social events	The League has a legitimate interest to maintain participant correspondence for league community purposes.
sharing data with third party service or facility providers	The League has a legitimate interest to run the organisation efficiently and as it sees fit. Provision of some third-party services is for the benefit of the League and participants.
sharing anonymised data with a funding partner as condition of grant funding e.g., Local Authority.	The League has a legitimate interest to run the organisation efficiently and as it sees fit. Application for funding is a purpose that benefits the League and participants.
publishing match and league results	
sending out marketing information such as newsletters and information about promotions and offers from sponsors	Consent. We will only send direct marketing if you are an existing member, participant or other associated individual and you have not previously objected to this marketing, or, you have actively provided your consent.
to ensure we understand possible health risks	Consent. We will only process details on anyone medical history with their consent.

## **Who we share your personal data with**

When you register with the League, your information, if you are a coach or volunteer will be or if you are another participant may be entered onto the Whole Game System database, which is administered by the FA. We also pass your information to the County FA/ FA for affiliation purposes.

We may share personal data with selected third parties, suppliers and sub-contractors such as, coaches or match organisers. Third-party service providers will only process your personal data for specified purposes and in accordance with our instructions.

We may disclose personal information to third parties to comply with a legal obligation; or to protect the rights, property, or safety of our participants, members or affiliates, or others.

## **Protection of your personal data**

We have put in place appropriate security measures to prevent personal data from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed.

## **How long we hold your personal data**

We keep personal data on our participants while they continue to be a participant or are otherwise actively involved with the League. We will delete this data after 2 years or after a participant has left or otherwise ended their registration or affiliation, or sooner if specifically requested and we are able to do so. We may need to retain some personal data for longer for legal or regulatory purposes. The personal data that is stored on Whole Game System is subject to the FA's privacy policy, so we advise you review that policy together with this notice. If anyone would like their personal data to be deleted from Whole Game System, then please contact the County FA.

## **Your rights regarding your personal data**

As a data subject participants may have the right at any time to request access to, rectification or erasure of their personal data; to restrict or object to certain kinds of processing of their personal data, including direct marketing; to the portability of their personal data and to complain to the UK's data protection supervisory authority, the Information Commissioner's Office about the processing of their personal data.

As a data subject participants are not obliged to share their personal data with the League. If they choose not to share their personal data with us, we may not be able to register them with the League.

## **Cookies and Website Data**

We do not collect any anonymous usage data from our website. We don't store cookies on your local machine either from our website. Below is a link to a helpful article on how to delete all cookies stored in your browser (NOTE: This may affect your user experience of some websites you regularly visit):

[How to delete cookies in your browser](#)

We may update this Privacy Notice from time to time and will inform you to any changes in how we handle personal data.

If participants have any questions about this Privacy Notice, then please contact the Leagues Data Protection Officer via email, details available on the contact page of our website. **The Watford Friendly League – WFL.ME.UK**