Important Club Information

All members of Ashby Hockey Club are required to complete the online registration form and payment set-up, prior to selection for the league season. All details will be kept in a secure database with access restricted to authorised club officers only (see GDPR statement below). This terms and conditions document will be shown to new members as part of their registration process and to current members as they renew membership and consent is required to allow further progress through the online registration/re-registration process.

# Club Policies and Procedures

Ashby Hockey Club, following England Hockey Guidelines, has a number of policies to ensure that the club achieves high welfare standards. These are listed in the table below, and we ask you (and your child/ward)\* to read those relevant to you (and your child/ward)\* on the club website (listed under Policies and Procedures). By selecting yes for the custom field club information declaration during registration, you are confirming that you have read and understood the relevant policies detailed in the below.

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | [EH Safeguarding and Protecting Young People Policy](http://ashbyhockeyclub.secure-club.com/clubs/2576/docs/Policies%20and%20procedures/EH%20Safeguarding%20and%20Protecting%20policy.docx) | [Reporting Procedures for Child Welfare Concerns](http://ashbyhockeyclub.secure-club.com/clubs/2576/docs/AHC%20Reporting%20Procedures%20for%20Child%20Welfare%20Concerns%2020012016.doc) | [Safety and Emergency Procedures](http://ashbyhockeyclub.secure-club.com/clubs/2576/docs/Policies%20and%20procedures/AHC%20Incident%20and%20Safety%20Procedures%2011082014.doc) | [EH Equality Policy](http://www.englandhockey.co.uk/core/core_picker/download.asp?id=16146) | [Code of Conduct for Players](http://ashbyhockeyclub.secure-club.com/clubs/2576/docs/Policies%20and%20procedures/AHC%20Code%20of%20Conduct%20for%20Players%2002092014.doc) | [Incident Report Form](http://ashbyhockeyclub.secure-club.com/clubs/2576/docs/Policies%20and%20procedures/AHC%20Incident%20Report%20Form%2017022008.doc) | [Code of Conduct for Parents](http://ashbyhockeyclub.secure-club.com/clubs/2576/docs/AHC%20Code%20of%20Conduct%20Parents%20and%20Spectators%2020012016.doc) | Code of Conduct for Young Players | [Developmental Selection Policy](http://ashbyhockeyclub.secure-club.com/clubs/2576/docs/Policies%20and%20procedures/AHC%20Developmental%20Selection%20Policy%2022092014.doc) | [Data Privacy Notice](http://ashbyhockeyclub.secure-club.com/clubs/2576/docs/Policies%20and%20procedures/Ashby%20hockey%20club%20privacy%20notice.docx) |
| Player | Adult | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |  |  | ✓ | ✓ |
| Junior | ✓ | ✓ | ✓ | ✓ | ✓ |  |  | ✓ | ✓ |  |
| Parents | ✓ | ✓ | ✓ | ✓ |  | ✓ | ✓ | ✓ | ✓ | ✓ |

# Data Protection and Privacy

## GDPR consent

Data held agreement text will be shown to new members who ask to join the club or as part of their registration process when invited to join. Consent is required to continue the registration process.

## Data protection policy

The [Data protection policy](https://ashbyhockeyclub.secure-club.com/clubs/2576/docs/Policies%20and%20procedures/AHC%20Data%20Protection%20Policy.doc) which all committee members, coaches, and volunteers must follow can be found on the [ashbyhockey.clubbuzz.co.uk](http://ashbyhockey.clubbuzz.co.uk/) website under our club/policies and procedures.

## Privacy notice

Your privacy is important to us. For more details about how we use your personal data, please read our Data [Privacy Notice](http://ashbyhockeyclub.secure-club.com/clubs/2576/docs/Policies%20and%20procedures/Ashby%20hockey%20club%20privacy%20notice.docx). A link is also provided to the privacy notice on the [ashbyhockey.clubbuzz.co.uk](http://ashbyhockey.clubbuzz.co.uk/) website footer.

## Right to be forgotten

GDPR regulations mean that a member can request the “right to be forgotten.” We have added a “right to be forgotten” link in the footer of the [ashbyhockey.clubbuzz.co.uk](http://ashbyhockey.clubbuzz.co.uk) website which takes you to a simple form. Once you activate this right and complete the form, the system will generate an email to the Ashby Hockey Club data controller who will then engage with you and remove all references as requested from the [ashbyhockey.clubbuzz.co.uk](http://ashbyhockey.clubbuzz.co.uk/) website. Members exercising this right will need to update their account and pay all outstanding balances before any details can be deleted.

## Communications settings

It is possible to choose which communications you receive from your club. However, if you choose not to receive notifications then it’s possible you won’t hear about match selections and other important club information. We advise against disabling notifications unless you have a very good reason to. Occasionally the system will also send you automated emails related to your account. These cannot be disabled. Please note the club will not use SMS messaging, all selection will be via email, even if you select SMS messaging as the preferred contact method. You can choose whether you wish to receive selection notices and general notices independently under communication settings in your personal profile. We would like to send you additional information that is relevant to you. By selecting receive general notices you consent to receive information about our upcoming events (e.g. socials), offers and ways for you to get involved with the sport by email (e.g. through our newsletter). We will not pass your details to third parties. You may opt out of receiving these communications at any time by either deselecting receive general notices under communications settings in your personal profile or emailing membership@ashbyhockeyclub.co.uk.

# Medical Information and Ethnicity Data

We have made the collection of medical information and ethnicity data compulsory, the following paragraph explains why this personal information is considered to be important.

Sport can and does play a major role in promoting the inclusion of all groups in society. However, inequalities have existed within sport, particularly in relation to gender, race and disability. Sport England and England Hockey are committed to promoting and developing sports equity, which is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. By monitoring the profile of people in sports clubs, national governing bodies of sport and Sport England can identify any issues relating to under representation of different groups and can develop strategies to ensure that all people have the opportunity in the future to develop and progress in sport. England Hockey requests this data from clubs as part of the annual affiliation process and completing this data accurately enables the club to give an accurate picture to England Hockey on our membership.

# Under 18 Member Consent

(To be completed by PARENT or GUARDIAN)

It is a requirement of club policy that parental consent is provided for participation, transportation and photography and these custom fields are listed separately within the online registration form. Details are also provided here for information:

**TRANSPORTATION**: Consent is requested by parents/guardians for their child/ward\* travelling to venues for matches and training by transport provided by the club which may include travelling in other player’s private cars.

**PICKING UP CHILDREN AFTER TRAINING:**  All Under 16s must be picked up from the pitch after training by a responsible adult. Appropriate arrangements must be made for 16 and 17 year olds to get home safely after training sessions.

**PHOTOGRAPHY**: In some environments, particularly adult competition, it is impossible to control photography by external parties, however, you should be aware that there may be times that photographs and/or footage maybe taken during matches and training sessions by approved agents and/or officers of Ashby Hockey Club. Such images shall only be used for publicity/training purposes in accordance with the Ashby Hockey Club Safeguarding and Protecting Young People in Hockey Policy and Photography Policy and you will need to give/refuse consent for your child/ward\* to feature in such photos/ images. You may grant only approved agents the right to use the images resulting from the photo/film shoots. This includes any reproductions or adaptations of the images for all general purposes ie local newspapers, local magazines, other promotional articles (inc. flyers) and the club’s website.

# Welfare Officers

The clubs Welfare Officers are

**Female - Lisa Hydes;** **welfareofficer@ashbyhockeyclub.co.uk**(please email for further contact details if required)
**Male – Martin Roe;** **welfareofficer@ashbyhockeyclub.co.uk** (please email for further contact details if required)