



# Bideford Amateur Rowing Club

## Data Protection Statement 2023

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Bideford ARC is a Community Associated Sports Club (CASC)  
The Club Secretary manages our data protection.

Bideford ARC collects the following personal data for members and for parents/carers for junior members:

- Name
- Postal Address
- Email Address
- Telephone numbers
- Date of birth
- Sex at birth
- Bank account information and financial transactions
- Emergency contact name and telephone number
- Other safety-related information

Bideford ARC collects the following special categories of personal data for members:

- Medical conditions that might impact the member's safety whilst rowing

Bideford ARC collects the following personal data for members who are part of a coached training squad:

- Training performance data

Bideford ARC uses this personal data in the following ways:

- To ensure the personal well-being of members
- To organise club activities (e.g. rowing outings, competitions and social events) for members
- To submit entries for members into external rowing events
- For submission of data to related organisations in summary form only (ie no identification of individual members)
- For payment of expenses or refunds
- To develop training programmes and select crews
- To use the British Rowing membership management system, ClubHub

The club operates CCTV for security purposes. Members may be filmed while around the club and premises. This data is held for two weeks then overwritten.

Bideford ARC securely stores this personal data on a local computer system and in paper records. There are strict controls over who can see your data.

Bideford ARC members will be asked for their consent for Bideford ARC to hold their personal data. On request to the Bideford ARC secretary, Bideford ARC members or parents of junior members under the age of 15 on 1 September of the membership year will be given a copy of the personal data that is held about them. We will not share certain confidential personal information and data if we consider that this will affect safety or wellbeing of the person(s) involved.

All personal data relating to a member will be deleted within a year of a member leaving Bideford ARC once any outstanding issues, eg payments, have been resolved. Except for certain welfare, employment and financial data which have a longer retention period; and some performance data which will be retained for use as coaching data.