



WELWYN GARDEN SWIMMING CLUB

(Affiliated to Swim England Eastern Region, Swim England Hertfordshire, RLSS)



Privacy Policy

The lawful basis for processing your data is legitimate interests.

We will use your information to manage your membership and organisation of, or participation in, events relating to Welwyn Garden Swimming Club including:

- Processing membership
- Ensuring emergency contact details are correct in the event of any incidents
- Ensuring coaches are aware of any medical conditions
- Supplying details supplied to Swim England for membership
- Uploading details into Swim Club Manager, including swim times
- Supplying details to organisers of external events such as Swimming Leagues and Galas (requiring names and Date of Birth)
- Session Attendance registers

All data collected on this membership form will be kept securely by club personnel and medical/disability information will be provided to teachers/coaches on a need to know basis. If at any time any of the above details change please contact the membership secretary.

We will keep your details for 1 year beyond expiration of membership (expiry date is end of March). Any data required for statutory reasons (e.g. safeguarding) will be stored indefinitely.

We do not pass your information on to any third parties (other than as mentioned above) except in the event of a safeguarding concern or medical emergency.

The Information Commissioner's Office is the regulatory authority. If you are unhappy about how your data is being kept/used, you have the right to make a complaint to them directly.