

## **Forfar Road Runners Privacy Statement**

### **In compliance with the updated data protection regulations, May 2018, we would like to keep you informed about how we use your personal data**

Forfar Road Runners (FRR) will hold membership details (Name, Address, Date of birth, telephone contact, email address, gender, \*occupation (\*optional), medical conditions that you feel we should be aware of, emergency contact details, vest size for issuing club kit, details of any other clubs that you may be a member of, your Scottish Athletic membership status and membership number if applicable) on computer and these will be held in confidence by the membership secretary. Basic membership information is then stored on computer and will be password protected. Medical Details will not be held on the computer.

The Membership Secretary will hold membership forms, for the period of membership and for a maximum further 3 years in the case of a member not renewing their membership. If any member leaves and wishes their information deleted before this they can contact the membership secretary to request this.

Personal Information (name, address, email, DOB, Tel, emergency contact details etc. but NOT medical information) may be shared with club coaches/organisers/committee members for example if team entries to races/events are organised. If we ever feel that we need to share your medical information for a genuine reason we would always seek your consent first.

Members/Non members' details will **never** be passed to marketing or sponsors. Member details will not be passed between general club members (but may be passed amongst committee members for the reasons stated above). If a member needs to get in touch with another member, a committee member would always seek permission before sharing contact details with others.

When members/non members sign up for races with FRR via Entry Central, their details will be stored on Entry Central as per their privacy policy. Limited details (Name, Date of birth, Running Club, Gender) will be passed to the Chip Timing (StuWeb) Company for the sole purpose of collating Start Lists and Result Lists for events entered. No contact details (email, telephone number, address) or medical information will be passed to the Chip Timing Company. Results, which will include the above details will be published on the Chip Timing company website and on the FRR website. These may also be published via a link on social media such as Facebook or via our plodders group email.

Members/Non Members' details (excluding medical information) may be passed to any governing body as required in relation to Events and Membership eg Scottish Athletics (SA). When we are communicating with SA, any personal information will be encrypted and sent in a password protected file.

Members' email addresses will be used to add you to the FRR group email (plodders) to allow you to be kept up to date with club activities. This group email has a facility allowing you to unsubscribe at any time if you do not wish to continue receiving emails. This group email does not disclose your email address to any other members of the group.

You have been asked to provide your occupation. This is optional and is solely for the FRR Committee use so that we can tap in to any relevant skills of members when needed eg nurses/doctors, computer experts, legal experts, accountants etc.

If you do not wish to be contacted by committee via email, post, telephone or text message, please let the membership secretary know your preferences.

**Forfar Road Runners Committee  
May 2018**