



Barna Sports Park – GDPR Policy

1. As a member of Barna Sports Park, from time to time, we need to contact you to tell you about what is happening at Barna Sports Park, whether this is an update about the tennis club's activities, the playground or a community update. We also notify members about important meetings such as an AGM.
2. Barna Sports Park needs to keep personal data about its committee, members, volunteers and supporters in order to carry out group activities.
3. We will collect, store, use, amend, share, destroy or delete personal data only in ways which protect people's privacy and comply with the General Data Protection Regulation (GDPR) and other relevant legislation.
4. We will only collect, store and use the minimum amount of data that we need for clear purposes, and will not collect, store or use data we do not need.
5. We will only collect, store and use data for the following:
 - purposes for which the individual has given explicit consent
 - where there is a legitimate purpose for collecting the data
 - or to comply with legal obligations
6. We will provide individuals with details of the data we have about them when requested by the relevant individual.
7. We will delete data if requested by the relevant individual, unless we need to keep it for legal reasons.
8. We will endeavour to keep personal data up-to-date and accurate.
9. We will store personal data securely.
10. We will keep clear records detailing the purposes of collecting and holding specific data, to ensure it is only used for these purposes.
11. We will not share personal data with third parties without the explicit consent of the relevant individual, unless legally required to do so.
12. We will endeavour not to have data breaches. In the event of a data breach, we will endeavour to rectify the breach by getting any lost or shared data back. We will evaluate our processes and understand how to

avoid it happening again. Serious data breaches which may risk someone's personal rights or freedoms will be reported to the Information Commissioner's Office within 72 hours, and to the individual concerned.

13. To uphold this policy, we will maintain a set of data protection procedures for our committee and volunteers to follow.
14. The GDPR compliance coordinator is Shauna Cunningham. If you have any queries regarding our policy, please contact Shauna at barnasportspark@gmail.com