

# ALTON CANOE CLUB



## GDPR - General Data Protection Regulations

These Regulations came into force on 25 May 2018 and it relate to how personal digital data is used and stored.

As a Club we record basic personal data such as names, addresses, age (if under 18) and email contact details.

We have a duty to comply with these regulations and the following statement outlines our position.

### Transparency

- We store your details only as a record of membership and they are only available to the Club's senior committee members for safety and administrative purposes if so required.
- These details are **not** stored on our website.
- We only use your data to communicate club activities, and it is not made available to other club members or any outside organisations except Paddle UK where your details are stored on their online portal
- Electronic data records are only stored by the club secretary on a PC hard drive and backed up to a portable hard drive.

### Right to be forgotten

We accept that ex-members have the right to ask for their personal details to be deleted and we will do so if requested and there is no legal reason we need to retain the information.

### Consent

By providing us with your completed and signed membership forms we take this as consent to store and use the information based on the above statement.

If you have any concerns or wish for more information regarding GDPR, please feel free to contact any member of the club committee.

Stephen Mannerings  
Secretary  
Alton Canoe Club  
75 Mint Road. Liss. Hants. GU33 7DQ.

Signed \_\_\_\_\_ Date \_\_\_\_\_ Chairman Name \_\_\_\_\_

January 2025