



## **CHERUBS ANGELS NETBALL CLUB**

### **Privacy and Data Protection Policy**

**Version:** June 2026

**Review Date:** June 2029

#### **Purpose**

Cherubs Angels Netball Club is committed to protecting the privacy and personal information of all members, parents, volunteers, coaches and supporters.

The Club recognises its responsibilities under the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018 and is committed to ensuring that personal information is collected, stored and used fairly, securely and transparently.

This policy applies to all information held by Cherubs Angels Netball Club.

#### **What Information We Collect**

The Club may collect and store information including:

- Names and contact details.
- Dates of birth.
- Emergency contact information.
- Membership records.
- Parent or guardian details for junior members.
- Team and competition information.
- Coaching and volunteer records.
- DBS information where applicable.
- Payment records.
- Medical or welfare information necessary to ensure the safety and wellbeing of members.

Only information that is necessary for the administration and safe running of the Club will be collected.

#### **Why We Collect Information**

Personal information is collected to:

- Manage Club membership.
- Register members with Wales Netball where required.
- Organise training sessions, fixtures and events.

- Communicate with members and parents.
- Meet safeguarding responsibilities.
- Maintain financial records.
- Manage volunteers and coaches.
- Promote the activities of the Club.

### **How Information is Stored**

Cherubs Angels Netball Club will:

- Store information securely.
- Limit access to authorised Club officials only.
- Keep information only for as long as necessary.
- Take reasonable steps to protect information from loss, misuse or unauthorised access.

### **Sharing Information**

The Club will only share personal information where necessary and appropriate, including with:

- Wales Netball.
- Competition organisers.
- Coaches and volunteers who require information to carry out their role.
- Emergency services or medical professionals where required.
- Statutory agencies where safeguarding concerns arise.

Personal information will not be sold or shared with third parties for marketing purposes.

### **Website and Social Media**

Cherubs Angels Netball Club operates a website and official social media channels, including Facebook, Instagram and TikTok.

Photographs and videos may be used in accordance with the Club's Photography and Filming Policy.

Personal contact details will not be published publicly without consent.

### **Members' Rights**

Individuals have the right to:

- Request access to personal information held by the Club.

- Request corrections to inaccurate information.
- Request that information is deleted where appropriate.
- Withdraw consent for the use of photographs and videos.
- Raise concerns regarding how their information is handled.

Requests should be made in writing to the Club Committee.

### **Safeguarding Information**

Where safeguarding concerns arise, information may be shared with relevant authorities in order to protect children or adults at risk.

The welfare of individuals will always take priority.

### **Data Breaches**

Any suspected loss, misuse or unauthorised disclosure of personal information should be reported immediately to the Club Committee so appropriate action can be taken.

### **Responsibilities**

All committee members, coaches and volunteers who have access to personal information are responsible for ensuring that such information is treated confidentially and used only for legitimate Club purposes.

### **Policy Review**

This policy will be reviewed every three years or sooner if legislation or Wales Netball guidance changes.