

## Privacy Notice

### THE JUDO ACADEMY



#### How we use Club Members information

#### The categories of Club Members information that we collect, process, hold and share include:

- Personal Information such as name, year of birth, email and phone number
- Special Categories of data including characteristics information such as gender, age, disability or relevant medical information
- Membership Contract information such as name, date of birth, address, emergency contact, Consent to participation and use of group photos and P&P
- Competition Data is collected and shared with the IJA/BJA, to advise and guide members on the next steps in qualification or grading, license number
- Qualifications and safeguarding information
- Incident or accident reports

#### Why we collect and use this information

We use member information data to:

- Enable the development of a comprehensive picture of the member to assist with progression in the sport;
- Inform members about development of the club
- Inform members of special events, grading, competitions
- Enable members to progress onto higher level competitions
- Enable the IJA/BJA to track and improve Judo for its members
- Ensure the coaches has full information on medical or other special needs of participant/child
- Ensure the coach has an emergency contact details for parents/guardians
- Ensure the coach has consent of parents for participation, for use of photos
- Allow coaches to make informed choices regarding level of events, grading and training

#### The lawful basis on which we process this information

We process this information under the membership contract you have entered into with **THE JUDO ACADEMY** or in relation to the steps taken to enter into that contract.

Where information of a non-sensitive nature is processed and is therefore in the Club's legitimate interests i.e. membership of the club. Where sensitive data is processed by means of consent, with appropriate safeguards and is in the legitimate interests of the Club. Or is in your vital interests.

## Collecting this information

Whilst the majority of information you provide to us is mandatory, some of it is provided to us on a voluntary basis. In order to comply with data protection legislation, we will inform you whether you are required to provide certain membership information to us or if you have a choice in this.

## Storing this information

We hold your data for the duration of your membership with the club. The Club will retain your information for 7 years.

## Who we share this information with

We occasionally share this information with:

- Irish Judo Association/Ni Judo Federation
- Sport Ireland /Sport NI
- Other Club's where competitions are held

The reason for sharing your data is to highlight and encourage competitors to advance in the sport, to ensure full insurance cover and/or to apply for further funding to ensure the sports or clubs longevity.

## Why we share membership information

We do not share information about members with anyone without consent unless the law and our policies allow us to do so.

It is a pre-requisite of the sport that all club members register with the Irish Judo Association or NI Judo Federation, hence we will supply information to them, for this and insurance purposes.

## Requesting access to your personal data

Under data protection legislation, you have the right to request access to information about you that we hold. To make a request for your personal information, contact Stephen or Anne Marie McCluskey (**data protection officers**).

You also have the right to:

- object to processing of personal data that is likely to cause, or is causing, damage or distress
- prevent processing for the purpose of direct marketing
- object to decisions being taken by automated means
- in certain circumstances, have inaccurate personal data rectified, blocked, erased or destroyed; and
- claim compensation for damages caused by a breach of the Data Protection regulations

If you have a concern about the way we are collecting or using your personal data, we ask that you raise your concern with us in the first instance. Alternatively, you can contact the Information

Commissioner's Office at <https://ico.org.uk/concerns/>

## **Further information**

If you would like to discuss anything in this privacy notice, please contact:

Stephen or Anne Marie McCluskey on 07729520334 or email [thejudoacademy@hotmail.co.uk](mailto:thejudoacademy@hotmail.co.uk).