



Data Protection Policy

Objective of policy

This policy sets out details of the information that we collect, how we process it, to whom we disclose it, and your rights under data protection law in relation to our processing of your data.

Scope of policy

This policy applies to all those involved in Deerpark Tennis Club including, but not limited to members, parents/guardians, coaches, the committee and administrators.

Policy

Control of personal data

The Committee, of Deerpark Tennis Club control what data is collected and processed in connection with the running of the Club.

Collection of personal data

In order to run the Club effectively and provide relevant information to our members the Club need to process certain personal data in relation to members, which includes:

- Name
- Date of birth (for membership and league participation purposes)
- Email address
- Mobile phone number

Consent

In order to process certain personal data in relation to you, we need to have your consent. When we process your personal data on the basis of your consent, you are free to withdraw that consent at any time. You can withdraw your consent by contacting us using the contact details at the bottom of this notice. Please note that if you withdraw your consent it may not be possible for you to participate in the activities of the Club as contact is central to the purpose of the Club. Unless and until we hear from you to the contrary we will take it that you consent to the Club continuing to process and hold the data it has relating to you.

Disclosure of personal data

We may disclose your personal data to organisations involved in the running of tennis events, for example league tennis, to the extent that they need to have it for that purpose or to fulfil regulatory requirements. We will not disclose data we hold about you to third parties or organisations to facilitate marketing.



Retention of personal data

We will retain your personal data in accordance with our record retention requirement which stipulate that we keep personal data for no longer than is necessary for the purpose for which we collected it, and in accordance with any requirements that are imposed on us by law. This means that the retention period for your personal data will vary depending on the type of personal data.

Rights in relation to personal data

Members have various rights under data protection law, subject to certain exemptions, in connection with our processing of your personal data:

- Right to access the data - members have the right to request a copy of the personal data that we hold about them.
- Right to rectification – members have the right to request that any inaccurate data that is held about them is corrected, or if incomplete, is completed.
- Right to erasure – members have the right to request us to delete personal data that we hold about them subject to the section on consent above.
- Right to restriction of processing or to object to processing – members have the right to request that we no longer process their personal data for particular purposes, or to object to our processing of your personal data for particular purposes subject to the section on consent above.

Queries and complaints

If a member has a query or complaints in connection with our processing of their personal data, they can get in touch with us using the following contact details:

Email: secretary@deerparktennis.ie

Post:
Honorary Secretary
Deerpark Pavilion
Glenabbey Road
Mount Merrion
Blackrock
Co. Dublin
A94 YA44

Members also have the right to lodge a complaint with the Data Protection Commission if they are unhappy with our processing of your personal data. Details of how to lodge a complaint can be found on the Data Protection website.