

## **CYCLE SEAHAVEN PRIVACY POLICY**

Cycle Seahaven (CSH) is required under GDPR law to have a Privacy Policy. This is written for both the processors of personal data and individuals whose data is processed. As GDPR legislation is technical we are guided by Cycling UK.

CSH may collect data in a variety of ways such as through membership contracts, payments, ride attendances, enquiries, consents and preferences. It is processed in accordance with the purpose for which it has been collected, securely stored with password protection, and retained for as long as is considered necessary for purpose(s).

CSH Member's personal data will be deleted after their membership ceases, and Non-Member Riders personal data will be securely stored for 3 years before erasing. Other data held for longer periods are for legal purpose, eg Incident Forms.

CSH Membership Secretary will act as the dedicated GDPR Data Protection Officer, responsible for maintaining club data records which he/she may be required to produce for the Committee or event organisers. CSH Chair is responsible for ensuring all volunteers who handle data are familiar with GDPR's six main principles, and the personal data available to them determined by their role is handled sensitively and in line with CSH's Privacy Policy.

CSH will never sell your information to third parties or share with another organisation for it's own marketing purposes. Data protection is everybody's responsibility, so please help our Club conform with GDPR laws by completing CSH forms regarding your membership preferences, and advising of any personal data change, eg home address, etc.