

West Heath Lawn Tennis Club

General Data Protection Regulation

West Heath LTC complies with the requirements of the new Data Protection Bill, designed to protect the rights of individuals, which comes into force at the end of May 2018.

As a members' club, our current position is that we collect and store the data given by members on their initial club application form and from any changes to those details provided by members since its completion. This data, which consists of members' names, addresses, telephone numbers and e-mail addresses, is stored in spreadsheet form on a PC belonging to a committee member. We also store members' e-mails in a web based e-mail account (Gmail). This information is not shared with anyone outside of the tennis club. A copy of the data that we hold on any individual can be provided to that person on request if they would like it. Data is deleted after a reasonable length of time when a member has left the club.

We will continue to contact all members about legitimate club business. Members have also been asked to give their permission to circulate a list that contains their name and contact details, excluding their postal address, to other members and for this list to be held in the clubhouse. We normally send this information out after the start of the summer season so that people can contact players for friendly games or team matches, and it is especially helpful during the club tournament. We do not include contact details for children. Members can withdraw their consent to be included on this list at any time.

May 2018