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President:  
Mr H. Wills  
2017-2020

Chairman  
Mr G. Phillips  
2017-2019

[www.gwentfa.co.uk](http://www.gwentfa.co.uk)

# Gwent County Football Association

Cwmdeithas Pêl Droed Swydd Gwent  
Affiliated to the Football Association of Wales



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## **The Gwent County Football Association Privacy Policy**

**The Gwent County Football Association** takes your privacy very seriously.

This Privacy Notice sets out how we use and look after the personal information we collect from you. As the organisation who is responsible for, and controls the processing of your personal data, we are the data controller, and sometimes also the data processor, and will take reasonable care to keep your information secure and to prevent any unauthorised access or use of it.

We may update this Privacy Notice from time to time and will inform you to any changes in how we handle your personal data.

### **1. Information we may collect from you**

Personal data means any information about an individual from which that individual can be identified.

We may collect, use, store and transfer some personal data of our participants and if applicable, their parents or guardians, and other members. The data we collect from participants may include:

- Name, date of birth and gender.
- Contact information, such as home address, email address and telephone numbers.
- We may hold some health data or other special category data of some of our participants or members for the purposes of their health, wellbeing and welfare and, safeguarding. Where we hold this data it will be with the explicit consent of the participant or, if applicable, the participant's parent or guardian.

Where we need to collect personal data to fulfil our responsibilities and a participant fails to provide that data, we may not be able honour or administer their participation in football.

### **2. How is your personal data collected?**

A participant may give us their personal data by filling in forms or by corresponding with us by post, phone, email, in person, via our website or otherwise. This will typically be provided by a participant's club by the participant completing a registration form. Other participants, such as referees may also submit data to Area Associations.

### 3. How we use personal data

We will use personal information only for the purposes for which it has been provided.

The reason we need participants' and members' personal data is to be able to run the Area Association properly, to administer Leagues and support football Clubs and participants, to administer memberships and provide membership services that you are signing up to when you register with us and to ensure that we are able to comply with all applicable obligations in accordance with the Rules and Regulations of our governing body, the Football Association of Wales ("FAW"). The lawful basis for processing the personal data is that we have a contractual obligation to you as a participant or member to provide the services that you are registering for and/or we have a legitimate interest to ensure that the Area Association is administered properly and in accordance with the Rules and Regulations of the FAW.

We have set out below, in a table format, a description of all the ways we plan to use your personal data and the legal basis we rely on to do so. Where appropriate, we have also identified what our legitimate interests are.

<b>Purpose/ Processing Activity</b>	<b>Lawful Basis for processing under Article 6 of the GDPR</b>
to respond to your enquiry;	Legitimate interest - To run the organisation efficiently and as it sees fit.
to administer the relevant competition;	Performance of a contract/Legitimate interest – For the purpose of administering leagues and clubs, along with any other competitions
to send information to you;	Performance of a contract/Legitimate interest – To run the organisation efficiently and as it sees fit
to fulfil any contract that we may enter into with you;	Performance of a contract
to send marketing information to you in accordance with the provisions set out below; or	Consent – We will only send direct marketing if the individual is an existing member, participant or other user of the site and the individual has not previously objected to this marketing, or, has actively provided consent.
sending out Area Association information and updates	Performance of a contract/Legitimate interest - To run the organisation efficiently and as it sees fit.
sharing data with coaches, to run educational courses, training sessions or enter events	Legitimate interest - To run the organisation efficiently and as it sees fit.

sharing data with leagues, Area Associations, the FAW and other competition providers for entry in events/competitions	Performance of a contract/Legitimate interest - For the purpose of administering leagues and clubs, along with any other competitions.
publishing match and league results  publishing photos of matches and any football related photography and/or videography	Performance of a Contract/Legitimate interest - For the purpose of administering leagues and clubs, along with any other competitions.  Legitimate interest – To run the organisation efficiently and as it sees fit. Where possible and if reasonable grounds are identified, photography/videography can be removed / taken down on the request of those captured. <i>(If under the age of 16, consent from the child and parent/guardian will be required prior to photo/video being published)</i>
Publishing club and league contact details in our annual handbook and/or App and/or online.	Legitimate interest - For the purpose of administering leagues and clubs, along with other competitions. This data is deleted each season and renewed with your annual consent.

**Direct Marketing:** We would like to send you marketing information, by post, e-mail, or SMS. In addition, selected third parties (including the FAW, FAW Trust, FAW Partners as shown on the Site, and other commercial partners) would like to send you marketing information, by post, e-mail, or SMS. We will only do this if you have given your consent to your personal data being used in this way (either when you submit your details to us or at a later stage). You can update your marketing preferences by writing to the Data Protection Officer at the address below.

#### 4. Sharing your personal data

A Club and/or League will submit participant and/or member details to the relevant Area Association, which is governed by the FAW. Referees will also submit their details to the relevant Area Association. We pass information to the FAW for affiliation and other reporting purposes.

We may share your personal data with our affiliates, suppliers and sub-contractors in order to ensure that the Area Association is administered properly, that players, Clubs and Leagues are correctly registered and for affiliation, safeguarding and licensing purposes and to comply with all applicable Rules and Regulations of the FAW.

Third-party service providers will only process your personal data for specified purposes and in accordance with our instructions.

We may disclose your personal information to third parties if we are under a duty to comply with any legal obligation; or to protect the rights, property, or safety of our participants, members or affiliates, or others.

## 5. International Transfers

Some of our suppliers or third parties may process our personal data outside the European Economic Area (EEA) such as our website and email providers. We review the data protection terms of these suppliers to ensure that your personal data will only be transferred out of the EEA, if sufficient appropriate safeguards are in place.

## 6. Protection of your personal data

We are committed to protecting your privacy and have put in place appropriate security measures to prevent your personal data from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed. However, the nature of the Internet is such that the data may in some circumstances flow over networks without full security measures and could be accessible to unauthorised persons.

## 7. Data Retention

We keep personal data on our participants and members while they are signed up to the Area Association or any of our services. We will delete this data [ **24 Months** ] after an individual has ended their membership or affiliation, or sooner if specifically requested and we are able to do so. We may need to retain some personal data for longer for legal or regulatory purposes.

In some circumstances we may anonymise your personal data (so that it can no longer be associated with you) for research or statistical purposes in which case we may use this information indefinitely without further notice to you.

## 8. Cookies

When you visit our website, the website, we may collect, process and use information about you which may not personally identify you but which may be helpful for improving the operation of the website. Such information may be collected through "traffic data" and may entail the use of "cookies", "IP Addresses" or other numeric codes used to identify your computer. You can delete cookies or configure your computer to reject them, although this may disable the website's ability to manage individual sessions.

## 9. Third Party Links

This website may contain links to other sites. Please be aware that we are not responsible for the privacy practices of these sites. We encourage our users to be aware when they leave this website and to read the privacy statements applicable on those sites. This privacy policy does not apply to information collected on third parties' sites.

## 10. Your Rights

All data subjects have the right to:

- **Request access** to your personal data
- **Request rectification** of the personal data that we hold about you.
- **Request erasure** of your personal data where there is no good reason for us continuing to process it.

- **Object to processing** of your personal data for direct marketing, or where we are processing on the grounds of a legitimate interest of that interest is overridden by your rights and freedoms.
- **Request restriction of processing** of your personal data while we establish the data's accuracy, or verify an overriding interest to object to processing; where our use of the data has been unlawful but you do not want us to erase it; where you need us to hold the data to establish, exercise or defend legal claims.
- **Request the transfer** of your personal data to you or to a third party in a structured, commonly used, machine-readable format.
- **Withdraw consent at any time** where we are relying on consent to process your personal data.
- **Complain** at any time to the Information Commissioner's Office (ICO), the UK supervisory authority for data protection issues ([www.ico.org.uk](http://www.ico.org.uk)).

## **11. Contact Us**

If you have any queries about this Privacy Policy, wish to stop direct marketing by the us, the FAW, its subsidiaries or third parties or you wish to access or update your information please email [alanwatkins@gwentfa.co.uk](mailto:alanwatkins@gwentfa.co.uk) or write to **A. Watkins, Association Secretary, 1 Ashtree Cottages, Aberbeeg, Abertillery, Blaenau Gwent. NP13 2AT.**