



### Our contact details

**Name:** Bromsgrove Swimming Club

**Address:** 34 Greenhill, Burcot, B60 1BJ

**Phone Number:** 07811 383071

**E-mail:** [bromsgrove.sc@swimclubmanager.co.uk](mailto:bromsgrove.sc@swimclubmanager.co.uk)

### The information we collect

We currently collect and process the following information:

- **For members:** name, gender, date of birth, emergency contacts, medical information, address, telephone number, bank details and email address.
- **For prize draw entries:** name, email address.

### How we get the personal information and why we have it

You provide information about yourself when you register with the club and by filling in forms or by corresponding with us by phone, email or otherwise. We use this information for one of the following reasons:

- In case of emergency
- So that we can communicate important information to you
- So that we can refund you if needed
- So that you can be selected for age-appropriate leagues

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information are:

- Your consent. You are able to remove your consent at any time. You can do this by contacting [bromsgrove.sc@swimclubmanager.co.uk](mailto:bromsgrove.sc@swimclubmanager.co.uk)

### How we store your personal information

Your information is securely stored on the SwimClubManager platform or in the case of bank details, our club bank account.

We keep the personal information described above while you are a member of our club or in the case of prize draw entries, until the draw has taken place.



We will then dispose of your information by deleting your member record or prize draw entry email on SwimClubManager.

### Your data protection rights

Under data protection law, you have rights including:

- Your right of access - You have the right to ask us for copies of your personal information.
- Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.
- Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.
- Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.
- Your right to object to processing - You have the the right to object to the processing of your personal information in certain circumstances.
- Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at [bromsgrovesc@swimclubmanager.co.uk](mailto:bromsgrovesc@swimclubmanager.co.uk) if you wish to make a request or complaint.