

The Watsonian Golf Club

PRIVACY NOTICE

For existing and new members

What this privacy notice covers

The Watsonian Golf Club is committed to protecting your personal information. New regulations protecting your personal data, and setting out new data protection rights, take effect from 25 May 2018. This notice, summarising key matters, explains how we collect and use that personal information. In this notice references to 'we' and 'us' means The Watsonian Golf Club.

What we need

The Watsonian Golf Club will be a "controller" of the personal information that you have already or will provide, unless otherwise stated.

When you become a member of The Watsonian Golf Club or renew your membership, we will ask you for the following personal information:

- contact details – name, address, telephone number, email address
- details of other golf club memberships you hold and your current handicap

Why we need your personal information – contractual purposes

We need to collect our members' personal information so that we can manage your membership. We will use our members' personal information to:

- provide you with core member services, including details of outings, matches and associated costs
- liaise with The Watsonian Club regarding your membership
- send you membership communication by post or email in relation to essential membership services, including but not limited to, general meeting notices, membership renewals and information on membership fees

If you do not provide us with all of the personal information that we need to collect, then this may affect our ability to offer the above membership services and benefits.

Why we need your personal information – legitimate purposes

We may also process our members' personal information in pursuit of our legitimate interests to:

- promote and encourage participation in the sport of Golf by sending members' communications and booking information for upcoming competitions and events. Our competitions and events may be filmed or photographed, and your personal information may also be used in images captured from our competitions and events, which we may use for promotional, and development purposes
- provide competition in the sport of Golf by accepting and managing entries for our competitions

Data Protection Resources

- ensure that the correct subscriptions are received
- facilitate member communications directly with each other to participate in Competitions

- invite our members to our annual end of season dinner by email/telephone
- respond to and communicate with members regarding your questions, comments, support needs or complaints, concerns or allegations in relation to the sport of Golf. We will use your personal information to investigate your complaint, suspend membership and take disciplinary action where appropriate

Where we process your personal information in pursuit of our legitimate interests, you have the right to object to us using your personal information for the above purposes. If you wish to object to any of the above processing, please contact us on secretary@watsoniangolf.com. If we agree and comply with your objection, this may affect our ability to undertake the tasks above for the benefit of you as a member.

Other uses of your personal information

We may ask you if we can process your personal information for additional purposes. Where we do so, we will provide you with an additional privacy notice with information on how we will use your information for these additional purposes.

Who we share your personal information with

- we may be required to share your personal information with statutory or regulatory authorities to comply with statutory obligations
- we may share your personal information with our professional and legal advisors for the purposes of taking advice
- we may share your personal information with other members of The Watsonian Golf Club for the purpose of coordinating teams for competitions
- we may share your personal information with The Watsonian Club

In the event that we do share personal information with external third parties, we will only share such personal information strictly required for the specific purpose and take reasonable steps to ensure that recipients shall only process the disclosed personal information in accordance with those purposes.

How we protect your personal information

Your personal information is stored electronically on a personal computer which is password protected.

Your personal information is accessed by our appointed Captain, Vice-Captain and Club Secretary and Treasurer for the purposes set out above.

How long we keep your personal information

We will only keep your personal information for as long as necessary to provide you with membership services. Unless you ask us not to, we will review and delete your personal information where you have not renewed your membership with us for three years.

Data Protection Resources

Your Rights

You can exercise any of the following rights by writing to us at The Secretary and Treasurer The Watsonian Golf Club, c/o 13 Durham Road Edinburgh, Edinburgh EH15 1NY

Your rights in relation to your personal information are:

- you have a right to request access to the personal information that we hold about you and how we process that data by making a “subject access request”
- if you believe that any of your personal information is inaccurate or incomplete, you have a right to request that we correct or complete your personal information
- you have a right to request that we restrict the processing of your personal information for specific purposes
- if you wish us to delete your personal information, you may request that we do so

Any requests received by The Watsonian Golf Club will be considered under applicable Data Protection legislation. We will respond to the request within one month of its receipt. If you remain dissatisfied, you have a right to raise a complaint with the Information Commissioner’s Office at www.ico.org.uk.