



VCD Bows Club

Founded 1913

Affiliated to BE, KCBA and D&DBA

Headquarters & Green: 'Oakwood' Old Road, Crayford, Kent. DA1 4DN.

Privacy Policy Document

VCD Bows Club takes your privacy very seriously.

We ask that you read this Privacy policy carefully as it contains important information about what to expect when VCD Bows Club (VCDBC) collects personal information about you and how VCDBC will use your personal data.

This policy applies to information we collect about:

- Members

The information we collect about you

When you join VCDBC as a member we collect the following personal information from you in order to carry out the legitimate interests of VCDBC:

1. Member's Name
2. Postal address
3. Email address
4. Telephone numbers (main line and mobile)

How we will use the information about you

We gather this information to allow us to provide club services requested. The relevant information is then used by us to communicate with you on any matter relating to the delivery of our services.

As part our service to you, we may also contact you on occasions about a subject that we feel may be of interest to you. This processing is undertaken for the purposes of the legitimate interest pursued by our Data Protection Controller. If you prefer not to receive this type of contact, you can request us to remove your data from this part of our records.

Membership information is shared with our Officers for the delivery of the club services.

Cookies and other information-gathering technologies

Our website does not use cookies. A cookie is a small text file which is stored on the user's computer, tablet or phone when they visit a website.



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Links to other websites

Our website does contain links to other websites. This Privacy Policy applies only to our website so when you access links to other websites you should read their own privacy policies.

How we protect your information

We have put in place the following security procedures, technical and organisational measures to safeguard your personal information:

We use computer safeguards such as firewalls and data encryption, to keep this data safe. We only authorise access to Officers who need it to carry out their responsibilities. We enforce physical, electronic and procedural safeguards in connection with the collection, storage and disclosure of personal data.

We do not store or process any personal information on our website

Our computer systems (PC's) are password protected and any access to your personal data is on a strict 'need to know' basis by the Officers of the Club. Information is held in order for the performance of membership or for our Legitimate Interest in providing other requirements. Information is deleted when no longer required or as requested by you.

We protect the security of your information while it is being transmitted by encrypting it.

However, whilst we will use all reasonable efforts and take appropriate technical and organisational measures to safeguard your personal data, you should be aware that the use of the internet is not entirely secure and for this reason we cannot guarantee the security or integrity of any personal information which is transferred from you or to you via emails and the internet.

Access to your information, updating and correcting your information

You have the right to request a copy of the information that we hold about you. If you would like a copy of some or all of your personal information, please send an email to Data Protection Controller, dpc@vcdbowls.co.uk, We want to ensure that your personal information is accurate and up to date. If any of the information that you have provided to VCDDBC changes, for example if you change your email address or name, please let us know the correct details by sending an email to dpc@vcdbowls.co.uk, sec.men@vcdbowls.co.uk, sec.midweek@vcdbowls.co.uk or sec.ladies@vcdbowlc.co.uk you may ask us, or we may ask you, to correct



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information you or we think is inaccurate, and you may also ask us to remove information which is inaccurate.

Lawfulness of us Processing your Data

As detailed above, the majority of processing undertaken by VCDBC is necessary for the purposes of the performance of contract pursued by the Data Controller. Where we believe our legitimate interest does not cover a specific use or your personal data, we will obtain your consent for one or more specific purposes.

By submitting your personal information you agree to the use of that information as set out in this policy.

Changes to this Privacy Policy

We keep our Privacy Policy under regular review. If we change our Privacy Policy we will post the changes on this page so that you may be aware of the information we collect and how we use it at all times.

This Privacy Policy was last updated on refer to date on footer this document.

How to contact VCDBC

If you have any questions or comments regarding this Privacy Policy, please email dpc@vdcbowls.co.uk, sec.men@vdcbowls.co.uk, sec.midweek@vdcbowls.co.uk or sec.ladies@vdcbowlc.co.uk