



Lyme Racing Club

## Privacy Notice



# Introduction

This document outlines the way that Lyme Racing Club handles the data about its members and people who interact with the club.

Any further questions can be directed towards either Alex Webb (Website Manager) [website.lymeracingclub@gmail.com](mailto:website.lymeracingclub@gmail.com) or Sue Jones (Membership Secretary) [sue.lymeracing@gmail.com](mailto:sue.lymeracing@gmail.com).

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# Privacy Notice

Lyme Racing Club takes your privacy seriously. Please read the following to learn about how we use your personal information.

## What information we collect about you?

Lyme Racing Club collects information about you when enquiring about membership, events, training sessions, or complete any of our forms or send us an email.

The information we collect, and store include: your name, address, children's details, your email address, postal address (if provided), contact phone number, any health or disabilities provided on the parental consent form or memberships.

## How we will use the information about you?

- Respond to enquiries
- Send requested information
- Parental consent forms
- Add to our distribution list to let you know of future courses, workshops, events, coaching sessions, and club activity
- Send out emails with membership details or club news
- For membership purposes

We may contact you by email, telephone (including text) or post to provide information on enquiries or questions you may have about our services, as a follow up to your request/answer any enquiries or questions you may have, to confirm appointments or to provide you with information of any training, events, or club news.

## Marketing

We will not process your information for any other purpose and it will not be shared with other organisation, but minimal child's information will given on a secured database to the coaches in the club with your child's name, age, any health issues and a contact telephone in case we need to contact you during a training session.

## What rights do you have in relation to your personal data?

You have a right to request a copy of the information that we hold about you. You can contact us at any time to opt out from receiving any more information from us by Sue at [sue.lymeracing@gmail.com](mailto:sue.lymeracing@gmail.com).

If you believe that any information we hold is incorrect, please email the above and we will promptly correct any information found to be incorrect.

# Document History

Name	Date	Version	Changes Made
Alex Webb	17/12/2021	V1.0	Original document created from previous versions.