



WORTHING THUNDER BASKETBALL CLUB
DATA PROTECTION POLICY

1. Introduction

Worthing Thunder Basketball Club (“the Club”) is committed to protecting the privacy and security of personal data. This policy explains how the Club collects, uses, stores, and protects personal information in accordance with the UK General Data Protection Regulation and the Data Protection Act 2018.

2. Scope

This policy applies to all personal data processed by the Club, including data relating to:

- Players (Juniors & Seniors)
- Coaches and Staff
- Volunteers
- Members and supporters
- Parents/guardians of junior players
- Participants of our community sessions and camps

3. Data Protection Principles

The Club follows the key principles of UK GDPR. Personal data shall be:

- Processed lawfully, fairly, and transparently
- Collected for specified, explicit purposes
- Adequate, relevant, and limited to what is necessary
- Accurate and kept up to date
- Retained only as long as necessary
- Processed securely

4. Lawful Basis for Processing

The Club processes personal data under one or more of the following lawful bases:

- Consent (e.g. marketing communications)
- Contracts for senior players
- Legal obligation (e.g. safeguarding requirements)
- Legitimate interests (e.g. team administration, communication)

5. Types of Data Collected

The Club may collect and process:

- Personal details (name, address, date of birth)
- Contact information (email, phone number)

- Emergency contact details
- Medical information (for player safety)
- Payment and membership details
- Photographs and video (for promotion and media)

6. Use of Personal Data

Personal data is used for:

- Managing memberships and registrations
- Organising training, matches, and events
- Safeguarding and welfare of players
- Communicating with members and stakeholders
- Promoting the Club (with consent where required)
- Meeting legal and regulatory obligations

7. Data Sharing

The Club may share data with:

- Governing bodies (Basketball England (BE) for Junior National league players and British Championship Basketball (BCB) for Seniors)
- Leagues and competition organisers
- Coaches and team staff
- Medical professionals (where necessary)

All data sharing is conducted securely and only when necessary.

8. Data Security

The Club takes appropriate technical and organisational measures to protect personal data, including:

- Secure storage (password-protected systems)
- Restricted access to authorised individuals
- Regular review of data handling practices

9. Data Retention

Personal data will be retained only as long as necessary for its purpose, including:

- Membership data: duration of membership + up to 3 years

- Safeguarding records: in line with legal requirements
- Financial records: as required by law

Data will be securely deleted or anonymised when no longer needed.

10. Individual Rights

Individuals have the right to:

- Access their personal data
- Request correction of inaccurate data
- Request deletion (“right to be forgotten”)
- Restrict or object to processing
- Data portability (where applicable)

Requests should be made in writing to the Club.

11. Consent

Where consent is required:

- It will be freely given, specific, and informed
- Individuals can withdraw consent at any time

12. Data Breaches

In the event of a data breach, the Club will:

- Investigate promptly
- Take steps to minimise harm
- Report to the Information Commissioner’s Office where required
- Notify affected individuals if necessary

13. Responsibilities

The Club Committee is responsible for ensuring compliance with this policy.

All staff, coaches, and volunteers must:

- Handle personal data responsibly
- Follow this policy
- Report any concerns or breaches

14. Contact Details

For questions or requests regarding this policy, please contact:

Sara Jenner

worthingthunderoffice@gmail.com

15. Policy Review

This policy will be reviewed annually and updated as necessary.

Approved by: Worthing Thunder Secretary

Date: 16th September 2025

Next Review Date: 15th September 2026