



Privacy Policy

Archers of Bridlington & Burton Agnes Privacy Notice

What this privacy notices covers

1. Archers of Bridlington & Burton Agnes (ABBA) is committed to protecting your personal information. In this notice, references to 'we' or 'us' means ABBA. This notice explains how we collect and use the personal data about you.

Who we are

2. ABBA is regulated through Archery GB and affiliated to the Yorkshire Archery Association (YAA) and Northern Counties Archery Society (NCAS). ABBA is a non-profit organisation and is run by a committee of volunteers.
3. ABBA operates both indoor and outdoor venues and is based in Brandesburton and Burton Agnes, East Yorkshire. We shoot Longbow, Compound and Recurve bows from beginners to intermediate level archers. We host various competitions throughout the year.
4. ABBA is a data controller under the data protection rules and our Data Protection Officer for first line of contact is our club secretary. Contact details can be found at the back of this notice or on our website www.archersbba.co.uk.

Information we gather

5. ABBA gathers certain information about you. Information about you is also used by our affiliated entities, namely local archery clubs, county and regional associations
6. We collect information in the following ways:

Information you give us.

7. When you become a member of ABBA you will give us information. You may also give us information when using our Website or Membership system. Information may include your name, date of birth, postal address, email address, phone number, gender, disability, Archery GB membership (if applicable).

Information we get from your use of our Website and services.

8. Each time you visit our Website, we may automatically collect certain information. This information includes technical information, such as Internet Protocol (IP) addresses used to connect your computer to the internet, your login information, browser type and version, browser plug-in types and versions, operating system and platform and information relating to what pages you have viewed .



How we may use your information.

9. When you enter competitions the following information may be collected and shared with tournament organisers, scoring systems and results may be published: First Name, Surname, Gender, Bow style, Date of Birth / Age category, Email, Address, Phone number, Club (and ID), County (and ID), Region (and ID), Round (unless defined by age), Disabled (Y/N), Disability info.
10. In accordance with our competition entry documentation, photography and video may be taken at events, and these images may be used on our website, social media platforms and promotional / internal documents.
11. We rely on the legitimate interest basis to use your personal information in some circumstances. For example, when you apply to become a member of ABBA we have a legitimate organisational interest to use your information to respond to you and give you the benefits of being a member as explained on the Website regarding features of being a member. As part of joining ABBA you will automatically be enrolled to Archery GB, YAA and NCAS. Archery GB members will receive a membership card and quarterly magazine.
12. We may use your information for a number of purposes including the following:
 - a) Compliance with legal, regulatory and corporate governance obligations and good practice;
 - b) To provide you with information about our work or our activities that you have agreed to receive;
 - c) Building profiles;
 - d) Ensure we know how you prefer to be contacted;
 - e) Keep a record of your relationship with us.
13. We will use the information we get from your use of our Website and services to:
 - a) administer our Website and for internal operations, including troubleshooting, data analysis, testing, research, statistical and survey purposes;
 - b) improve our Website to ensure that content is presented in the most effective manner for you and for your computer;
 - c) allow you to participate in interactive features of our service, when you choose to do so;
 - d) as part of our efforts to keep our Website safe and secure;
 - e) measure or understand the effectiveness of advertising we serve to you and others, and to deliver relevant advertising to you;
 - f) make suggestions and recommendations to you and other users of our Website about goods or services that may interest you or them;



- g) Any other reasonable purposes of ABBA, acting always in accordance with the data protection law (as amended from time to time).

14. We will use the information you give us to:

- a) perform services you have requested (such as providing you with Membership Benefits or providing you with information you have asked for);
- b) administer the sport of Archery, for instance by organising tournaments;
- c) provide you with information about other goods and services that we offer that are similar to those that you have already purchased or enquired about;
- d) Where we permit selected third parties to use your data, we (or they) will contact you by electronic means only if you have consented to this. If you do not want us to use your data in this way, or to pass your details on to third parties for marketing purposes, please email clubsecabba@yahoo.co.uk;
- e) notify you about changes to our service, including but not limited to any changes to the member benefits;
- f) ensure that content from our Website is presented in the most effective manner for you and for your computer; and
- g) Any other reasonable purposes of Archery GB, acting always in accordance with the data protection law (as amended from time to time).

Marketing

- 15. You can change any of your contact preferences at any time including telling us that you don't want us to contact you for marketing purposes by contacting our Club Secretary on clubsecabba@yahoo.co.uk.
- 16. We will not use your information for marketing purposes if you have indicated that you do not wish to be contacted for such purposes. However, we will retain your details on a suppression list to help ensure that we do not continue to contact you.
- 17. We may disclose your personal information to third parties:
 - a) If ABBA or substantially all of its assets are acquired by a third party, in which case personal data held by it about individuals who have applied for Membership (whether successfully or unsuccessfully) will be one of the transferred assets;
 - b) If we are under a duty to disclose or share your personal data in order to comply with any legal obligation (for example to government bodies and law enforcement agencies) , or in order to enforce or apply other agreements; or
 - c) To protect the rights, property, or safety of ABBA, Our members, or others. This includes exchanging information with other companies and organisations for the purposes of fraud protection and credit risk reduction. No data will be transferred outside the EEA.



18. We require that third parties comply strictly with our instructions and data protection laws and we will make sure that appropriate controls are in place. We enter into contracts with all of our data processors and regularly monitor their activities to ensure they are complying with ABBA's policies and procedures.
19. We may disclose your personal information to third parties if we are under a duty to disclose your personal data in order to comply with any legal obligation (for example to government bodies and law enforcement agencies).

Users under 18

20. If you are under 18 and would like to get involved, please ensure that you have consent from a parent or guardian before giving us your personal information. When we collect data about a child or young person aged under 18 we will make it very clear as to the reasons for collecting this data and how it will be used. We do not carry out profiling in relation to children.

Keeping your records

21. We keep records only for as long as required to operate our service in accordance with legal requirements and tax and accounting rules. Beginner's application forms will be destroyed as soon as the course is finished or the beginner drops out of the course.
22. We will keep certain personal information of members for longer in order to confirm your identity, when you were a member of ABBA and for how long. We need to do this to comply with the Companies Act 2006, which requires us to keep a register of members or [in the event of a claim against ABBA].
23. We will store current members Round Score Records and both current and passed members Round Club Records for member's reference in the password protected member's area of our Website.

Where we may store your information

24. The data that we collect from you will be transferred to, and stored by committee members of the club on password protected PC's or other electronic devices.
25. By submitting your personal data, including score sheets, you agree to this transfer, storing or processing.
26. ABBA will take all steps reasonably necessary to ensure that your data is treated securely and in accordance with this Privacy Notice.
27. Where we have given you a password which enables you to access certain parts of our website, you are responsible for keeping this password confidential. We ask you not to share a password with anyone. Also members with a Target Container key and Padlock Code should not share these with anyone else. Anyone leaving the Club who holds a key should hand it in to any committee member for a refund of their deposit.



28. Members score sheets are to be put in the appropriate folder in the Target Container to be collected by the Clubs Record Officer or Postal Competition Officer.

Your rights

29. You have the right to:
- a) Have any inaccuracies in your data corrected. If you would like to update the details we hold about you other than online, please contact our club Secretary via telephone, email or by letter.
 - b) Request that we delete your personal data.
 - c) Object to profiling. Profiling is any automated processing of personal data to evaluate any feature of your behaviour preference or location, including online tracking and behavioural advertising.
 - d) You have a right to request a copy of the personal information we hold about you. We require you to prove your identity with two pieces of approved identification. Please address requests to the club Secretary and we will respond within one month, of receipt of your written request and confirmed ID. Please provide as much information as possible about the nature of your contact with us to help us locate your records. This request is free of charge unless the request is manifestly unfounded or excessive.

Changes to this notice and the way we treat personal information

30. We may update the terms of this privacy notice at any time, so please do check it from time to time.
31. We will notify you about significant changes in the way we treat personal information by sending a notice to the primary email address you have provided to us or by placing a prominent notice on our Website. By continuing to use our Website you will be deemed to have accepted such changes.

Enquires and Complaints

32. The club Secretary is the first point of contact regarding any enquires arising from this Privacy Notice. Where possible, please raise all enquires in writing.
33. If you are unhappy with our work or something that we have done or failed to do, please inform us in writing. ABBA will acknowledge receipt of all complaints and will endeavour to investigate the complaint within 15 working days.

All complaints should be sent to:

The Secretary
Archers of Bridlington & Burton Agnes
1 Sandsacre Avenue
Bridlington
East Yorkshire



YO16 6UW

E-mail: clubsecabba@yahoo.co.uk

34. You may also complain directly to the Information Commissioner's Office if you are concerned with how we are handling your personal information using their online form which can be found here: <https://ico.org.uk/concerns/handling/>.

Changes to this Notice

35. We may change this Privacy Notice from time to time. If we make any significant changes in the way we treat your personal information we will contact you directly.