



Privacy Policy

Privacy Notice For Tri East Members

We at Tri East want to make sure all the personal details we hold about you are safe and secure, so we have put together this note to inform all of our junior members, *whether you are a player/participant or simply a fan of the sport*, how we make sure we do just that and what to do in case you have any questions for us or want to see what information we have. We are, what is known as, a *data controller*. This means we have control over how your details are used and who we pass them to.

We might collect the following **personal details** about you during before, during or after your time as a member, such as:

[events/matches/games]

you have attended and how well you are performing on any development programme you are registered to;

▪ **SPECIAL CATEGORIES OF PERSONAL INFORMATION**

We may also hold and use what is called “**special information**” such as any information about your health such as any injuries you have/have had or times you may not have been very well. We will only use it if we have a really good reason to do so such as:

- if it is in the interests of the public and we have a lawful reason to use it;
- we need it to help us with a legal case we are involved in;
- certain laws allow us to use it; or
- you have told us you are happy for us to use it.

In the table below we refer to these as the “**special reasons**”.

▪ **WHERE DO WE GET THIS INFORMATION FROM?**

We will normally collect personal information about you when you create an account on our site at www.trieast.co.uk to become a member of Tri East, or when you talk to us on the phone, by e-mail or in some other way.

Table

In some cases, we might need the information you have given us to make sure we can do what we say we are going to do with your details. Other times, we may not need it, but if we don't have it, we may not be able to provide you with the best possible service.

If you have told us we can use your information in a certain way, you can tell us to stop using it at any time, by contacting us at: contact@trieast.co.uk

Sometimes we may wish to contact you by email, post or text message to tell you about things we think you might like. We will only do this if you have told us you are happy to receive these messages and you can tell us to stop at any time by contacting us at: contact@trieast.co.uk

- Who else may use your details?

We may send your details to others to help us run our organisation. These are:

- **Anyone you have said you are happy for us to send your details to.**

- **To any regional or governing body:** to help us to improve and keep an eye on developments in the sport.
 - **Organisations that help us;** such as help us with our coaching;
 - **Our sponsors or partners;** so that we provide you with details on any special offers, opportunities, products and services and other benefits you get from our sponsors or partners as part of your membership package;
 - **The Government or our regulators:** where the law tells us to do so or to help them with any investigations.
 - **Police, law enforcement and security services:** to help them with any investigation, prevention of crime or matter of national security.
- **ARE YOUR DETAILS SAFE?**

We have put in place lots of security measures to make sure your details don't go missing or get used in a way they shouldn't be.

Did you know that all 'data controllers' based in the European Union and the UK like us are subject to laws that make sure that your personal details are safe? That is why we don't share your personal details to anyone outside of the UK and the European Union.

▪ **HOW LONG DO WE KEEP PERSONAL INFORMATION FOR?**

We collect personal details from you for different reasons and so we might keep it for different lengths of time. For example, we might have to keep it for a long time for legal reasons, but most of the time, we will keep your details for 2 years after you last get in touch with us.

It is important to make sure that the details we hold about you is accurate and up to date, so make sure you let us know if anything like your email address or phone number changes. You can normally do this by contacting us at: contact@trieast.co.uk

▪ **WHAT ARE YOUR RIGHTS?**

Did you know you can ask us to do lots of things with your details?

You can ask us:

- to tell you how your details are being used;
- to provide you with a copy of all details we hold on you;
- to correct some of the details we hold if they are not correct or out of date like your contact details for example;
- to delete all of the details we hold on you (unless we have a good reason not to!);
- to stop using your details in a certain way;
- to send your details to you or another organisation like any club you play at for example; and
- [to stop making decisions about you using automated technologies which analyse your personal details e.g. performance software]

Some of the rights may not always apply to the personal details we hold for you as there are sometimes requirements and exemptions attached which means we need to hold on to certain information and other times the rights may not apply at all.

DON'T FORGET though, if you have told us we can use your information in a certain way and you would like us to stop, you can tell us to stop at any time and you can always tell us to stop sending you marketing messages. More information about these rights can be found online here <https://ico.org.uk/for-the-public/>. If you have any questions or are unhappy about something, please contact us at: contact@trieast.co.uk

1. **WHAT HAPPENS IF WE NEED TO CHANGE THIS NOTICE?**

Keep an eye out for changes to this notice online. If we make big changes the version date at the bottom of the notice will be updated. Of course, where we are required to do so by law, we will ask for your permission before we change the reason for using your details.

1. HOW CAN YOU GET IN TOUCH?

If you have a question or a complaint, you can always get in touch with us at: contact@trieast.co.uk

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