

Privacy Notice for Bromley Novice Bridge Club

What personal data does Bromley Novice Bridge Club collect?

The only data we routinely collect is players' first and last names. We collect names directly from players when they first play. If players come on a club weekend we also collect contact details. On occasion we may also take photographs to mark special occasions.

We collect the scores from games played, which are displayed on our results pages on <http://www.bridgewebs.com/bromleynovice/> which can be viewed by anyone with access to the Internet.

What is this personal data used for?

We use players' data to enable the scoring of games and in order to book rooms for and contact those attending weekends. We take photographs to share on the website.

Who is your data shared with?

Your names and bridge scores will be available for use by Bridgewebs acting as a Data Processor on our behalf. They are not free to pass this on to other organisations. We are not affiliated to the English Bridge Union and do not pass data to them. Your names will also be passed on to any hotel used for weekends away.

Your personal data is not passed on by us to organisations other than those indicated above, whether or not connected with bridge.

Where does this data come from?

Data comes from players when they first play and if they subsequently book a weekend away.

Scoring data comes directly from the results of the club games in which you play.

How is your data stored?

The new player registration form and weekend booking forms are kept securely in the club owner's home. The player database is stored on a computer kept at the club owner's home and on the secure website maintained by Bridgewebs. If scoring has to be done by someone other than the owner the results of any games you play will temporarily be stored on the computer equipment of the person doing the scoring but these results will then be in the public domain (ie displayed on the website) once computed.

Who is responsible for ensuring compliance with the relevant laws and regulations?

Under the GDPR (General Data Protection Regulation) we do not have a statutory requirement to have a Data Protection Officer. The person who is responsible for ensuring Bromley Novice Bridge Club discharges its obligations under the GDPR is the owner.

Who has access to your data?

Anyone scoring games has access to players' data in order for them to carry out their legitimate tasks for the organisation. Members of the public can view results on the website.

What is the legal basis for collecting this data?

Bromley Novice Bridge Club collects personal data that is necessary for the purposes of its *legitimate interests* as a duplicate bridge club and participant in an internationally recognised and regulated, competitive mind sport.

How can you check what data we have about you?

If you want to see the basic data we hold about you, you should contact the webmaster.

You can contact us with a "Subject Access Request" if you want to ask us to provide you with any other information we hold about you. If you are interested in any particular aspects, specifying them will help us to provide you with what you need quickly and efficiently. We are required to provide this to you within one month.

There is not usually a fee for this, though we can charge a reasonable fee based on the administrative cost of providing the information if a request is manifestly unfounded or excessive, or for requests for further copies of the same information.

Does Bromley Novice Bridge Club collect any "special" data (eg about disabilities)?

No.

How can you ask for data to be removed, limited or corrected?

- If you wish you could become an "anonymous" player. This would involve you having a pseudonym from the first time you play as we cannot alter names in results of games that have already been played.
- If you believe a score to be inaccurate you may contact the scorer to check this and ask for a new result to be uploaded if your score was inaccurate
- You may ask for a photograph to be removed by contacting **the webmaster**.

How long we keep your data for, and why?

Since underlying statistical data, like scores from bridge games, continues to be necessary in relation to the purpose for which it was originally collected and processed we cannot remove all past results containing your name.

Historical ranking lists and prize lists are required for archiving purposes and names cannot be removed from them.

Can you download your data to use it elsewhere?

The results can be downloaded or printed out from the website.

Bromley Novice Bridge Club, May 2018