

## Privacy Policy

Clarkston Snowsports Club [the Club] is committed to protecting and respecting your privacy. The club will be a “controller” of the personal information that you provide to us, unless otherwise stated.

### What we need

When you register as a member of the Club or renew your membership (including if you are registering or renewing including children under the age of 18), we will ask you for the following personal information:

- contact details – name, address, email address, contact telephone number and gender (and date of birth for children);
- membership category – for example, adult, family etc.

When you book to travel on one of our snow buses, we will ask you for the following personal information:

- contact details – name and contact telephone number.

You may also give us information about you by filling forms at an event or online, or by corresponding with us by phone, e-mail or any other method. This includes information you provide when you join the Club, subscribe to our blog, like our Facebook page, follow us on Twitter, book yourself on a snow bus, or communicate with us in any other way.

### Why we need your personal data

The reason we need your personal data is to be able to administer and manage your membership, and provide the membership services you are signing up to when you register with the Club. Our lawful basis for processing your personal is that we have a contractual obligation to you as a member to provide the services you are registering for.

Reasons we need to process your data include:

For membership and club management

- processing of membership forms and payments;
- sharing data with committee members to provide information about club activities, membership

renewals or invitation to social events;

- club newsletter / blogs promoting club activity.

### Who we share your personal information with

If your personal information is included in any images or videos taken by us at our events, we may share this with for promotional and/or journalistic purposes. This includes use on our website and social media outlets including Facebook and Twitter.

The Club employs third party suppliers to provide website design and hosting. These suppliers may process personal information on our behalf as “processors” and are subject to written contractual conditions to only process that personal information under our instructions and protect it.

In the event that we do share personal information with external third parties, we will only share such personal information strictly required for the specific purposes and take reasonable steps to ensure that recipients shall only process the disclosed personal information in accordance with those purposes.

As an affiliated club of Snowsports Scotland Limited we are required to ensure that all of our members are provided with insurance as defined by that affiliation.

We will share members’ name, date of birth and gender with Snowsports Scotland Limited who will become a controller of your personal information when they receive it. Snowsports Scotland Limited’s privacy notice explains how they use your personal information and can be accessed [here](#).

### How we protect your personal information

Your personal information is stored on electronic filing systems and servers based in the UK, EU and US, and are accessed by our committee for the purposes set out above.

We use the services of Dropbox (Dropbox International Unlimited Company) for electronic filing and Wix

(Wix.com Ltd) for website hosting. Their privacy policies can be found here: [Dropbox](#) and [Wix](#).

### How long we keep your personal information

We will only keep your personal information for as long as necessary to provide you with membership services.

Unless you ask us not to, we will review and possibly delete your personal information where you have not renewed your membership with us after five years.

We will keep certain personal information of members for longer in order to confirm your identity, when you were a member of the Club and for how long.

We need to do this to in the event of a claim using the Snowsports Scotland Limited insurance.

### Your rights

You can exercise any of the following rights by writing to us at [info@clarkstonsnowsports.co.uk](mailto:info@clarkstonsnowsports.co.uk).

Your rights in relation to your personal information are:

- you have a right to request access to the personal information that we hold about you by making a “subject access request”;
- if you believe that any of your personal information is inaccurate or incomplete, you have a right to request that we correct or complete your personal information;
- you have a right to request that we restrict the processing of your personal information for specific purposes; and
- if you wish us to delete your personal information, you may request that we do so.

Any requests received by the Club will be considered under applicable data protection legislation. If you remain dissatisfied, you have a right to raise a complaint with the Information Commissioner’s Office at [www.ico.org.uk](http://www.ico.org.uk).