

# Mid Sussex Flyers – Club Privacy Policy/Notice

## **Privacy Notice**

Mid Sussex Flyers, hereafter referred to as “the club”, are committed to protecting and respecting your privacy.

This Notice explains when and why we collect personal information about people who join the club, by whatever means, how we use it, how we keep it secure, the conditions under which we may disclose it to others and your rights in relation to your personal data.

We may change this Policy/Notice from time to time so please check our website at [www.midsussexflyers.co.uk](http://www.midsussexflyers.co.uk) or you can request a copy from the club secretary to ensure that you're happy with any changes. By becoming a member of the club, you're agreeing to be bound by this notice.

Any questions regarding this notice and our privacy practices should be directed to the club Chairman, Taj Manning 07734 986168.

## **How do we collect information about you?**

We obtain information about you when you apply to become a member of the club either in person, via the telephone, email or via a paper application form.

## **What type of information is collected about you?**

The personal information we collect might include your name, age, address, email address, telephone number(s) and gender.

The legal bases for the processing of your personal data is to enable the club to fulfil our contractual obligations and provide membership services.

## **How is your information used?**

We may use your information to:

- process your membership;
- to carry out our obligations arising from your membership;
- seek your views or comments on matters relating to the club and model aircraft flying;
- notify you of changes to our services;
- send you communications which you have requested and that may be of interest to you. These may include information about club events and other club related matters, also information from the BMFA that may be of interest.

## **How long do we retain your information?**

We will hold your personal information on our systems for as long as is necessary to carry out our obligations in relation to your membership, or as long as is set out in any relevant agreement between us. Where an individual's club membership lapses your

## Mid Sussex Flyers – Club Privacy Policy/Notice

information will be securely kept for a period of 2 years, after which all records of your information will be deleted.

### **Who has access to your information?**

The club Members List is made available to the following MSF Committee Members: Secretary, Chairman, Treasurer, Safety Officer/MSF Group email administrator.

We will not share your information with third parties. (except the BMFA)

All members of the club must also be members of the BMFA, by joining the club you give consent for your personal data to be shared with the BMFA to enable provision of BMFA membership services. Please see the BMFA privacy policy/notice on their website.

Please be reassured that we will not release your information to third parties beyond the club unless we are required to do so by law.

### **How you can access and update your information?**

The accuracy of your information is important to us. You can check the information we hold is correct by emailing a request to the club secretary, Dennis Norman at [dennis@dnnet.demon.co.uk](mailto:dennis@dnnet.demon.co.uk). or alternatively, you can telephone 01342 713207.

### **What are your rights?**

- (a) the right to access;

You have the right to confirmation as to whether or not we process your personal data and, where we do, access to the personal data.

- (b) the right to rectification;

You have the right to have any inaccurate personal data about you rectified and, taking into account the purposes of the processing, to have any incomplete personal data about you completed.

- (c) the right to erasure;

In some circumstances you have the right to the erasure of your personal data without undue delay. Those circumstances include: the personal data being no longer necessary in relation to the purposes for which the data was collected or otherwise processed, you are no longer a club member and wish the data not to be held for our standard retention period.

Please note a request for complete data erasure for a current member would require that member to forfeit membership. A minimum of at least one telephone number and email address is required for the club to fulfill its obligations including communications of a critical nature.

## Mid Sussex Flyers – Club Privacy Policy/Notice

- (d) the right to restrict processing;

In some circumstances you have the right to restrict the processing of your personal data. Those circumstances are: you contest the accuracy of the personal data; processing is unlawful but you oppose erasure; we no longer need the personal data for the purposes of our processing, but you require personal data for the establishment, exercise or defence of legal claims; and you have objected to processing, pending the verification of that objection. Where processing has been restricted on this basis, we may continue to store your personal data. However, we will only otherwise process it: with your consent; for the establishment, exercise or defence of legal claims; for the protection of the rights of another natural or legal person; or for reasons of important public interest.

- (e) the right to object to processing;

You have the right to object to our processing of your personal data for direct electronic communications purposes. If you make such an objection, we will cease to process your personal data for this purpose.

- (f) the right to data portability;

To the extent that the legal basis for our processing of your personal data is that the processing is necessary for the performance of a contract to which you are party and such processing is carried out by automated means, you have the right to receive your personal data from us in a structured, commonly used and machine-readable format. However, this right does not apply where it would adversely affect the rights and freedoms of others.

- (g) the right to complain to a supervisory authority;

If you consider that our processing of your personal information infringes data protection laws, you have a legal right to lodge a complaint with the Information Commissioners Office.

<https://ico.org.uk>

- (h) the right to withdraw consent.

To the extent that the legal basis for our processing of your personal information is consent, you have the right to withdraw that consent at any time. Withdrawal will not affect the lawfulness of processing before the withdrawal, but may impact your club membership post withdrawal.

## Mid Sussex Flyers – Club Privacy Policy/Notice

You may exercise any of your rights in relation to your personal data by written notice to:

Dennis Norman (MSF Club Secretary)  
77 Tiltwood Drive  
Crawley Down  
West Sussex  
RH10 4BA

[dennis@dnnet.demon.co.uk](mailto:dennis@dnnet.demon.co.uk)