

## Privacy Policy

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Policy prepared by: Jon Mason  
Policy Reviewed by: BASC Committee  
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Next review date: April 2021

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### Introduction

This Privacy Policy applies to information British Athletics Supporters Club Limited (BASC) collects about individuals who interact with BASC. It explains what personal information is collected and how it is used.

If you have any comments or questions about this notice, feel free to contact the BASC data protection officer, Jon Mason, at [jonmason1@hotmail.co.uk](mailto:jonmason1@hotmail.co.uk).

### 1. Personal data that BASC processes

The following table explains the types of data BASC collects and the legal basis, under current data protection legislation, on which this data is processed.

Purpose	Data (key elements)	Basis
Enquiring about BASC and its activities	Name, email, message	Legitimate interests - it is necessary for BASC to read and store your message so that BASC can respond in the way that you would expect.
Subscribing to email updates about BASC	Name, email	Consent - you have given your active consent.
Making a donation to BASC	Name, email, address, payment information	Legitimate interests - this information is necessary for BASC to fulfil your intention of donating money and your expectation of receiving a confirmation message.
Signing up as a member	Name, address, email	Contract - by paying your membership fees you have consented.
Website functionality	Website activity collected through cookies and retention of password	Legitimate interests - it is necessary for BASC to store a small amount of information, usually through cookies, to deliver functionality that you would expect.
Organisation of Annual Dinner	Name, address, email, telephone number, dietary requirements, accessibility requirements, menu choices and payment information.	Consent – by signing up to attend the dinner, you consent to BASC retaining this required information.

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Distribution of Backtrack	Name and address are shared with BASC's Backtrack distributor solely for the purpose of distribution of Backtrack and not further.	Consent – by joining BASC, you have consented to being sent Backtrack on a periodic basis.
Annual payment of BASC subs	Name, email details and method of payment are stored.	

### 2. How BASC uses your data

BASC will only use your data in a manner that is appropriate considering the basis on which that data was collected, as set out in the table at the top of this policy.

For example, BASC may use your personal information to:

- reply to enquiries you send to BASC;
- handle donations or subscription renewals;
- send to you copies of Backtrack and other BASC related literature (such as in relation to ticketing) that may be of interest.

### 3. When BASC shares your data

BASC will only pass your data to third parties in the following circumstances:

- you have provided your explicit consent for us to pass data to a named third party;
- BASC are using a third party purely for the purposes of processing data on BASC's behalf and BASC has in place a data processing agreement with that third party that fulfils BASC's legal obligations in relation to the use of third party data processors (eg mailing Backtrack to members); or
- BASC is required by law to share your data.

In addition, BASC will only pass data to third parties outside of the EU where appropriate safeguards are in place as defined by Article 46 of the General Data Protection Regulation. BASC does not currently envisage any circumstances where this would be necessary.

### 4. How long BASC keeps your data

BASC takes the principles of data minimisation and removal seriously and BASC will only ever ask for the minimum amount of data for the associated purpose and delete that data promptly once it is no longer required. Where data is collected on the basis of consent, BASC will seek renewal of consent at least every three years.

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### 5. Rights you have over your data

You have a range of rights over your data, which include the following:

- Where data processing is based on consent, you may revoke this consent at any time and BASC will make it as easy as possible for you to do this (for example by putting 'unsubscribe' links at the bottom of all BASC marketing emails).
- You have the right to ask for rectification and/or deletion of your information.
- You have the right of access to your information.
- You have the right to lodge a complaint with the Information Commissioner if you feel your rights have been infringed.

A full summary of your legal rights over your data can be found on the Information Commissioner's website here: <https://ico.org.uk/>

If you would like to access the rights listed above, or any other legal rights you have over your data under current legislation, please get in touch with BASC.

Please note that relying on some of these rights, such as the right to deleting your data, will make it impossible for BASC to continue to deliver some services to you. However, where possible BASC will always try to allow the maximum access to your rights while continuing to deliver as many services to you as possible.

### 6. Cookies & usage tracking

A cookie is a small file of letters and numbers that is downloaded on to your computer when you visit a website. Cookies are used by many websites and can do a number of things, eg remembering your preferences and counting the number of people looking at a website.

Where cookies are used to collect personal data, these purposes are listed in section 1 above, along with other personal data that BASC collects. However, BASC also use some cookies that do not collect personal information but that do help BASC collect anonymous information about how people use the BASC website. BASC may use Google Analytics for this purpose. Google Analytics generates statistical and other information about website usage by means of cookies, which are stored on users' computers. The information collected by Google Analytics about usage of the BASC website is not personally identifiable. The data is collected anonymously, stored by Google and used by BASC to create reports about website usage. Google's privacy policy is available at <http://www.google.com/privacypolicy.html>.

### 7. Modifications

BASC may modify this Privacy Policy from time to time and will publish the most current version on the BASC website. If a modification meaningfully reduces your rights, BASC will notify people whose personal data BASC holds and is affected.

This policy will be reviewed by the BASC Directors annually.