

# Butleigh Playing Fields Association

## Privacy Policy.

Butleigh Playing Fields Association is a Registered Charity. This is a volunteer group comprising of local villagers who undertake to look after and insure the parish playing field and play area.

The only activities that we run that require data collection are organised events that require registration to participate. Typically these are our annual Multi Terrain Run and Sportive event. Both events require that we secure licenses from the relevant organizing bodies.

Registration at such events will require participants to provide names, age, gender, addresses, email details and telephone numbers. This information will be entered onto a database (currently an Excel spread sheet). The use of the information provided will be restricted to:-

- Contact with event participants to advise acceptance of the registration and or changes to the event.
- The forename, surname, age and gender of a participant may be published on the Butleigh Multi Terrain Facebook page.
- The forename, surname, age and gender of a participant may be published on the Butleigh parish council website.
- The forename, surname, age and gender and race times of a participant would be made available to the associated governing race body. This is currently restricted to UK Athletics and British Cycling Federation. No address details, emails and telephone contact details will be passed onto these associations.
- The information passed onto these governing associations may well be published on their respective web sites.
- No information that the Butleigh Playing Fields Association secures as a result of registering for an event will be passed to anyone other than those referenced above.
- Information that the Butleigh Playing Fields Association secures as a result of registering for an event will contain information that will allow direct contact with the participant.
- Only selected members of the Butleigh Playing Association committee will have access to this information. This would normally comprise of the chair person, the secretary and the event organiser.
- Data secured will be retained electronically for a period of 24 months and then deleted.