

Privacy Notice

At LADMAS hereafter referred to as “the club”, we’re committed to protecting and respecting your privacy.

We have not appointed a Data Protection Officer to oversee our compliance with data protection laws as we not required to do so, but our Data Protection Compliance Manager has overall responsibility for data protection compliance in our club. Contact details are set out in the "Contacting us" section at the end of this privacy notice.

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

We may change this notice from time to time so please check the website at www.ladmas.co.uk . 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 sent by email to ladmassec@gmail.com or by getting in touch with the club Secretary or any Committee member (who will communicate with the Secretary).

How do we collect information about you?

We obtain information about you when you become a member of the club

What type of information is collected about you?

The personal information we collect include your name, address, email address, telephone number, and age.

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

How is your information used?

We may use your information to:

- Process your membership;
- Send you communications that may be of interest to you. These may include information about club events and contests and other club related matters, also information from the BMFA and other flying clubs.
- Use the age of the member to determine the average age of the membership.

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. Where an individual

person's club membership lapses your information will be securely kept for a period of 12 months, after which your information will be deleted.

Who has access to your information?

We will not sell or rent your information to third parties.

We will not share your information with third parties for marketing purposes.

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 at <https://www.bmfa.org/Privacy-Policy>

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, for example, by a court order or for the purposes of prevention of fraud or other crime.

How you can access and update your information?

The accuracy of your information is important to us. You can contact the club Membership Secretary or club Secretary (ladmassec@gmail.com) to enquire about the accuracy of the data the club holds on you. Changes to your data (e.g. Change of email address can be made to those same club officers).

What are your rights?

- (a) the right to access;

You have the right to access and confirm the data that the club holds on you is correct.

- (b) the right to rectification;

You have the right to have any inaccurate personal data about you rectified.

- (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 12-month period.

Please note a request for data erasure for a current member would require that member to forfeit membership. The data is required for the club to fulfill its obligations.

(d) 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.

You may exercise any of your rights in relation to your personal data by getting in touch with the Secretary (ladmassec@gmail.com).

Contacting Us

LADMAS Data Protection Compliance Manager contact details:

Richie Robinson (ladmassec@gmail.com)

11th May 2018