GDPR Compliance Policy

**Introduction**

Cogenhoe United Football Club is committed to complying with the General Data Protection Regulation (GDPR) and other relevant data protection laws. This GDPR Compliance Policy outlines how we manage personal data to ensure privacy, security, and compliance with legal requirements.

**Data Protection Principles**

In accordance with GDPR, Cogenhoe United Football Club adheres to the following principles:

1. **Lawfulness, Fairness, and Transparency**: Personal data is processed lawfully, fairly, and in a transparent manner. We inform individuals about how their data will be used.

2. **Purpose Limitation**: Personal data is collected for specified, legitimate purposes and not further processed in a manner incompatible with those purposes.

3. **Data Minimization**: We collect only the personal data that is adequate, relevant, and limited to what is necessary for the purposes of processing.

4. **Accuracy**: Personal data is accurate and kept up-to-date. We take reasonable steps to ensure that inaccurate data is rectified or erased.

5. **Storage Limitation**: Personal data is kept in a form which permits identification of data subjects for no longer than necessary for the purposes for which the data is processed.

6. **Integrity and Confidentiality**: Personal data is processed in a manner that ensures appropriate security, including protection against unauthorized or unlawful processing and against accidental loss, destruction, or damage.

**Data Collection and Use**

• **Types of Data**: Includes personal details (e.g., name, date of birth), contact information (e.g., phone numbers, email addresses), medical information (e.g., conditions, medications), and emergency contact details.

• **Purposes**: For managing player registrations, communication, and administrative tasks.

**Data Handling and Security**

• **Storage**: Personal data is stored securely using appropriate technical and organizational measures.

• **Access**: Access to personal data is restricted to authorized personnel only. Regular reviews and updates of access permissions are conducted.

• **Retention**: Data is retained only for as long as necessary and is securely deleted or anonymized when no longer needed.

**Rights of Data Subjects**

• **Access**: Individuals have the right to request access to their personal data held by the club.

• **Rectification**: Individuals can request corrections to inaccurate or incomplete personal data.

• **Erasure**: Individuals may request the deletion of personal data when it is no longer necessary for the purposes for which it was collected.

• **Objection**: Individuals can object to the processing of their data under certain circumstances.

**Data Breaches**

In the event of a data breach, we will:

• **Notify**: Inform the relevant authorities and affected individuals if the breach poses a risk to their rights and freedoms.

• **Investigate**: Conduct an investigation to understand the cause and impact of the breach.

• **Prevent**: Implement measures to prevent future breaches and mitigate the effects of the current breach.

**Contact Information**

For questions or concerns regarding GDPR compliance or to exercise your rights under GDPR, please contact us via [cogenhoeunitedsecretary@outlook.com].

**Review and Updates**

This policy is reviewed annually and updated as necessary to comply with changes in data protection laws or club practices.