



SUSSEX COUNTY FOOTBALL ASSOCIATION PRIVACY POLICY

The Sussex County Football Association ("we", "our", "us") takes your privacy very seriously.

Please read this Privacy Policy carefully to see how Sussex County FA will treat the personal information that you provide to us either when using this website (the "Site") or in other circumstances when we collect data from you (including via email). We are referred to as the 'data controller' and sometimes also the 'data processor' of your personal data and we shall take reasonable care to keep your information secure and to prevent any unauthorised access or use of it. We process all information in accordance with applicable UK data protection legislation.

We may change this Privacy Policy from time to time and the change shall take effect once the revised Privacy Policy is available on this Site. We will keep you informed of any changes in how we handle your personal data or the Privacy Policy.

1. Information we may collect from you

We may ask you to provide information to us or collect data from you on different occasions, including at a number of points on the Site, such as when you:

- e-mail enquiries, contributions or your views to us
- enter competitions
- register to receive or download information, newsletters or other documentation
- purchase goods or services from us

The information that you are asked to provide (which may include name, address, e-mail address, phone numbers, date of birth, gender) will vary depending on the reason for the collection. In some instances, for example, if you purchase goods or services from us, the provision of certain information will be mandatory. We may also ask, for example, for relevant health information, which is classed as special category personal data, but which will be with your explicit consent or the consent of a parent/guardian.

Please note that if you choose to participate in any discussion forum on the Site you may disclose personal information about yourself to other participants. If you do so this is at your own risk.

2. How is your personal data collected?

A participant may give us their personal data by filling in forms or by corresponding with us by post, phone, email, in person, via our website or otherwise. This will typically be provided by a participant's club by inputting participant details into the Whole Game System. Other participants, such as referees, may input their own data into the Whole Game System

3. How the Sussex County FA uses personal data and the lawful basis for this use

We shall use your personal information:

- to respond to your enquiry
- to acknowledge any contribution that you may make
- to administer the relevant competition
- to send information to you
- to fulfil any contract that we may enter into with you
- for research purposes
- to send marketing information to you in accordance with the provisions set out below
- for other reasonable purposes for which you have provided such information

To process your information we most commonly rely on the following legal bases:

Performance of a Contract

Where we need to perform the contract we have entered into with you, for example:

- Processing affiliations
- Administering competitions
- Sending out County FA information and updates
- Sharing data with other County FA's and The FA

Legitimate Interest

Where it is necessary for our legitimate interests (or those of a third party) and your interests and fundamental rights do not override those interests, for example:

- To ensure good and proper governance and administration
- To provide details of a variety of training courses
- To improve and promote our products and services

Consent

Where we have your consent to do so, for example:

- Process any medical history or other 'special categories' of personal data
- For certain direct marketing communications

You are free to withdraw your consent at any time.

If you become a customer of ours by purchasing goods or services from us we may send you further information that is related to your purchase, by post or e-mail, or contact you by telephone.

We would like to send you marketing information, by post, e-mail, or SMS. By providing your contact details, for the purpose of marketing, you are agreeing to the Sussex County FA contacting you in this manner to provide you with such marketing information in accordance with the terms of this Privacy Policy.

In addition, our subsidiary companies and selected third parties (including FA Partners (as shown on the Site) and other commercial partners) would like to send you marketing information, by post, e-mail, or SMS. We shall only allow them to do this if you have indicated that you are happy to receive such information (either when you submit your details to us or at a later stage).

If you do not wish to receive any of the above information or be contacted by us in accordance with the above, please write to the Data Protection Lead at the address below.

If you submit your views to us via our contact form we shall circulate them internally for training and management purposes. We may also publish your views on this Site, any other website operated by us or our subsidiaries or in other media, but only once you have given your consent.

We may aggregate the information you send to us with other data (so that you cannot be identified from that data) and use that aggregated data for administrative purposes and/or share it with other people.

4. Sharing your personal data

Personal data of participants, members, clubs, leagues and referees is entered into the 'Whole Game System' (WGS) which is a shared system between the Sussex County FA, The FA and clubs.

We shall share your information with our affiliates and third party service providers if this is necessary or reasonably required for any of the purposes above. Such third party service providers are not entitled to use your information for their own purposes.

We may also share your information with third parties for marketing purposes (in accordance with the paragraph entitled "How the Sussex County FA uses personal data" above) if you have indicated that you are happy to receive such information. Some of these third parties may be located outside of the United Kingdom, including in countries where data protection laws might not exist or be of a lower standard than the EU.

International Transfers: Some of our suppliers or third parties may process our personal data outside the European Economic Area (EEA) such as our website and email providers. We review the data protection

terms of these suppliers to ensure that your personal data will only be transferred out of the EEA, if sufficient appropriate safeguards are in place.

5. Protection of your personal data

We are committed to protecting your privacy and have put in place appropriate security measures to prevent your personal data from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed. However, the nature of the Internet is such that the data may in some circumstances flow over networks without full security measures and could be accessible to unauthorised persons.

6. Data Retention

We keep personal data on our participants, members and other website users while they are signed up to the Sussex County FA or any of our website services. We shall delete this data twelve months after an individual has ended their membership or affiliation, or sooner if specifically requested and we are able to do so. We may need to retain some personal data for longer for legal or regulatory purposes. In some circumstances we may anonymise your personal data (so that it can no longer be associated with you) for research or statistical purposes in which case we may use this information indefinitely without further notice to you.

7. Cookies

When you visit the Site, we may collect, process and use information about you which may not personally identify you but which may be helpful for improving the operation of the Site. Such information may be collected through "traffic data" and may entail the use of "cookies", "IP Addresses" or other numeric codes used to identify your computer. You can delete cookies or configure your computer to reject them, although this may disable the Site's ability to manage individual sessions.

8. Third Party Links

This Site may contain links to other sites. Please be aware that we are not responsible for the privacy practices of these sites. We encourage our users to be aware when they leave this Site and to read the Privacy statements applicable on those sites. This Privacy Policy does not apply to information collected on third parties' sites.

9. Your Rights

All data subjects have the right to:

- Request access to your personal data
- Request rectification of the personal data that we hold about you
- Request erasure of your personal data where there is no good reason for us continuing to process it
- Object to processing of your personal data for direct marketing, or where we are processing on the grounds of a legitimate interest if that interest is overridden by your rights and freedoms
- Request restriction of processing of your personal data:
 - while we establish the data's accuracy, or verify an overriding interest to object to processing
 - where our use of the data has been unlawful but you do not want us to erase it
 - where you need us to hold the data to establish, exercise or defend legal claims
- Request the transfer of your personal data to you or to a third party in a structured, commonly used, machine-readable format
- Withdraw consent at any time where we are relying on consent to process your personal data
- Complain at any time to the Information Commissioner's Office (ICO), the UK supervisory authority for data protection issues (www.ico.org.uk)

10. Contact Us

If you have any queries about this Privacy Policy, wish to stop direct marketing by the Sussex County FA, its subsidiaries or third parties or you wish to access or update your information please email info@sussexfa.com or write to: Data Protection Lead, Sussex County FA Headquarters, Culver Road, Lancing, West Sussex, BN15 9AX.