



TWIRLSPORT SCOTLAND GENERAL DATA PROTECTION POLICY (GDPR)





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Statement

- GDPR stands for General Data Protection Regulation and replaces the previous Data Protection directives that were in place. It was approved by the EU Parliament in 2016 and came into effect on 25th May 2018.
- GDPR states that personal data should be 'processed fairly & lawfully' and collected for specified, explicit and legitimate purposes' and that individuals data is not processed without their knowledge and are only processed with their 'explicit' consent.
- GDPR covers personal data relating to individuals. TwirlSport Scotland (TSS) is committed to protecting the rights and freedoms of individuals with respect to the processing of children's, parents', volunteers' and professional members' personal data.
- The Data Protection Act gives individuals the right to know what information is held about them. It provides a framework to ensure that personal information is handled properly.

GDPR includes 7 rights for individuals

1) The right to be informed

- TwirlSport Scotland and TSS Clubs will be registered providers and as so, are required to collect and manage certain data.
- We need to know children's full names, addresses, dates of birth, along with any medical, and special educational need requirements.
- If children/athletes are entering competitions, we are also required to provide data of competitors to competition organisers.
- TwirlSport Scotland and associated clubs are required to hold data on its coaches and volunteers; names, addresses, email addresses, telephone numbers, dates of birth. This information is also required for Disclosure and Protecting Vulnerable Groups(PVG) and proof of eligibility to work in the UK.
- Record of current PVG will be held on record.

2) The right of access

- At any point an individual can make a request relating to their data and TSS will need to provide a response (within 1 month).
- TSS can refuse a request, if we have a lawful obligation to retain data but we will inform the individual of the reasons for the rejection. The individual will have the right to complain to the ICO if they are not happy with the decision.

3) The right to erasure

- You have the right to request the deletion of your data where there is no compelling reason for its continued use.

4) The right to restrict processing

- Parents, volunteers and professional members can object to the TSS processing their data. This means that records can be stored but must not be used in anyway, for example reports or for communications.

5) The right to data portability



- TSS requires data to be transferred from one IT system to another, such as from Individual Clubs to the National organisation.

6) The right to object

- Parents, volunteers and professional members can object to their data being used for certain activities like marketing or research.

7) The right not to be subject to automated decision-making including profiling.

- Automated decisions and profiling are used for marketing based organisations. TSS will not use personal data for such purposes.

Photography

As an association, we will encourage the promotion of our sport through social media and mass media as well as sharing our events and achievements amongst friends and family. Photography and videoing are integral in helping us remember the experiences alongside representing baton twirling to the general public. Therefore, at many competitions and events there will be not only professional photographers, but also supporters and potentially the media. We endeavour to ensure privacy and anonymity of the athletes is respected. To do this, we keep a record within our clubs of athletes that do not give permission for their pictures to be taken or used for promotional purposes. A parent must sign for any athlete under eighteen years old. Alongside this, GDPR regulations state that any child over the age of 13 must also sign to give their permission for photographs to be used. This can be retracted at any point by letting the Club Safeguarding Officer aware, however, any previous photographs or videos used cannot necessarily be removed.

If you **do not give permission**, it will be the athlete's and parent/guardian/carer's responsibility to ensure the athlete avoids the photographers – especially those who are taking photographs/videos for media and promotional purposes.

Some examples of media that photographs and videos may be used are as follows:

- • Newspapers
- • Magazines
- • TSS Instagram
- • TSS facebook
- • TSS website
- • Club websites/social media forums

Questions and queries should be directed to the club's Safeguarding Officer.

Reference

<https://www.gov.uk/government/organisations/information-commissioner-s-office>

https://b5fe5e0a-7f49-4f60-80ae-83d87077cf7b.filesusr.com/ugd/de0fb5_bfe75a6149bd4b7ab2ee684fb2cda19d.pdf

