



Baltic Wharf Sailing Club

Sailing in Bristol harbour

Privacy Statement

Version 2	Date
Named Privacy Statement	
Review Date	
File Location	
Signed	

1. Aims

Baltic Wharf Sailing Club is committed to protecting your privacy and your rights to control your personal data. Our principles are simple; we believe in building trust through transparency. This Privacy Statement explains what personal information we may collect from you when you become a member or attend our events; how you can control that information and how we may use it.

We review this policy each year, so please check this page for any updates. The policy was last updated January 2020.

2. Who are we?

We are Baltic Wharf Sailing Club, Based in Bristol City Floating Harbour, Cumberland road BS1 6XG, near the Cottage Inn

3. Information that is collected by BWSC and why, table1

3.1. Information which may be provided on your behalf;

- you are a minor and your parent or legal guardian provides us your information

3.2 Table 1.

Table 1		
Type of information	Purposes	Legal Basis of Processing
Member's name, address, telephone numbers, e-mail address(es).	Managing the Member's membership of the Club. Keeping in touch with the Member (including by newsletter). Managing the duty roster.	Performing the Club's contract with the Member. For the purposes of our legitimate interests in operating the Club.
Emergency contact details	Contacting next of kin in the event of emergency	Protecting the Member's vital interests and those of their dependants
The Member's name, boat name and sail number	Managing race entries and race results. Publishing race results at the club and with other clubs, class associations, and the RYA, and providing race results to local and national media. Allocating compound spaces.	For the purposes of our legitimate interests in holding races for the benefit of members of the Club. For the purposes of our legitimate interests in promoting the Club. For the purposes of our legitimate interests in operating the Club
Photos and videos of Members and their boats	Putting on the Club's website, social media pages, newsletter and using in press releases.	Consent. We will seek the Member's consent on their membership application form and each membership renewal form and the Member may withdraw their consent at any time by contacting us by e-mail or letter.
Name, e-mail address and	Information published on Club's	For the purposes of our

telephone number of each Club committee member	website	legitimate interests in operating and promoting the Club
Members Financial information	No member's information is held by the club. All members are asked use the standard banking system and transfer the fees into the club account	This is within line with the Fanatical Conduct Authority (FCA)
Members Name and sail no	Racing Results	Access to this area is restricted to members only.

4. When do we share your information?

We share your information with;

- the Royal Yachting Association, after is has been anonymised
- Bristol City Council Harbour Mastery who govern recreational activities within the floating harbour
- Race officials can obtain; In Case of Emergency (ICE) telephone contact details in the event of an emergency, at the club compound or on the water. This information may be passed to the emergency services only.
- law enforcement agencies on order to comply with our legal obligations
- when you ask us to provide a reference
- We will never sell your personal data. We will not share your personal data with any third parties without your prior consent

5. How long do we keep your information?

5.1 We will hold your personal data on our systems for as long as you are a member of the Club and for as long afterwards as it is in the Clubs' legitimate interest to do so or for as long as is necessary to comply with our legal obligations. We will review your personal data every year to establish whether we are still entitled to process it. If we decide that we are not entitled to do so, we will stop processing your personal data except that we will retain your personal data in an archived form in order to be able to comply with future legal obligations e.g. compliance with tax requirements and exemptions, and the establishment, exercise or defence of legal claims.

5.2 We securely destroy all financial information once we have used it and no longer need it.

6. Where do we store your personal information?

Secure internet Google cloud spread sheet, restricted to club committee members only.

7. Your rights

You have the following rights in relation to the personal information we hold:

- A. to access your personal information
- B. to be provided with information about how the information is processed
- C. to have your personal information corrected
- D. to have your personal information erased
- E. to object to or restrict how your personal information is processed
- F. to have your personal information transferred to you

Please contact us if you have any concern about how we process your personal information.

Committee contact details:

BWSC Privacy Statement 2021 RP v2

Page 3

Email: balticwharfsailingclubinfo@gmail.com
Or BWSC commodore or secretary.

7.2 You have the right to take any complaints about how we process your personal data to the Information Commissioner:

<https://ico.org.uk/concerns/>
0303 123 1113
Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire SK9 5AF

7.3 For further information on each of those rights, including the circumstances in which they apply, please see the Guidance from the UK Information Commissioner's Office