

HPLTC Terms & Conditions

Who we are

Hove Park Lawn Tennis Club (the data controller) is a tennis club affiliated with the LTA (Lawn Tennis Association).

Our website address is: <http://hoveparktennis.co.uk>.

Hove Park Lawn Tennis Club is committed to protecting your personal information. This policy sets out how Hove Park Lawn Tennis Club uses the information that you provide us with in order to help further our work in running this Tennis Club.

What personal data we collect and why we collect it

By becoming a member, Hove Park Lawn Tennis Club will ask for information that enables us to administer your Membership. This will normally include information such as your name, contact details such as address, email or telephone number.

We use this information to help us provide and improve our services as a club and to keep a record of our communications with you.

Media

If you upload images to the website, you should avoid uploading images with embedded location data (EXIF GPS) included. Visitors to the website can download and extract any location data from images on the website.

Contact forms (when used)

We use a WordPress plugin called WP Email Capture to aid management of our email marketing list (although not used). Should you wish to subscribe to our newsletter, we collect the following data:-

Your Name (or what you chose to address yourself as). This is used for simple personalisation purposes. Your Email Address. This is used to contact you and include you in our newsletter. The date of signup. This is so we can reference when to delete your data at a later date.

Cookies

If you leave a comment on our site you may opt-in to saving your name, email address and website in cookies. These are for your convenience so that you do not have to fill in your details again when you leave another comment. These cookies will last for one year.

If you have an account and you log in to this site, we will set a temporary cookie to determine if your browser accepts cookies. This cookie contains no personal data and is discarded when you close your browser.

When you log in, we will also set up several cookies to save your login information and your screen display choices. Login cookies last for two days, and screen options cookies last for a

year. If you select “Remember Me”, your login will persist for two weeks. If you log out of your account, the login cookies will be removed.

If you edit or publish an article, an additional cookie will be saved in your browser. This cookie includes no personal data and simply indicates the post ID of the article you just edited. It expires after 1 day.

Embedded content from other websites

Articles on this site may include embedded content (e.g. videos, images, articles, etc.). Embedded content from other websites behaves in the exact same way as if the visitor has visited the other website.

These websites may collect data about you, use cookies, embed additional third-party tracking, and monitor your interaction with that embedded content, including tracking your interaction with the embedded content if you have an account and are logged in to that website.

Analytics

How long we retain your data

If you leave a comment that is approved, the comment and its metadata are retained indefinitely. This is so we can recognise and approve any follow-up comments automatically instead of holding them in a moderation queue.

For users that register on our website (if any), we also store the personal information they provide in their user profile. All users can see, edit, or delete their personal information at any time (except they cannot change their username). Website administrators can also see and edit that information.

What rights you have over your data

If you have an account on this site, or have left comments, you can request to receive an exported file of the personal data we hold about you, including any data you have provided to us. You can also request that we erase any personal data we hold about you. This does not include any data we are obliged to keep for administrative, legal, or security purposes.

Where we send your data

Visitor comments are checked through an automated spam detection service.

Your contact information

Additional information

What the Law says about protection of personal information

The Law on Data Protection is derived from various pieces of legislation. These include the Data Protection Act and the General Data Protection Regulation (the 'GDPR') which became enforceable in May 2018. The GDPR states that personal data can only be processed if there is a legal ground to do so. Activities like collecting, storing and using personal information would fall into the GDPR's definition of processing. The GDPR provides six legal grounds under which personal information can be used in a way that is lawful. For the processing to be permitted by law, at least one of the legal grounds must apply.

The four legal grounds that are most relevant to Hove Park Lawn Tennis Club's use of your personal information are:

- Consent
- Legitimate Interest
- Contract
- Legal Obligation

How the law applies to Hove Park Lawn Tennis Club's use of personal information

Hove Park Lawn Tennis Club will only use your personal information if we have:

- asked you and have a record of your express and recent consent for us to do so;
- a 'Legitimate Interest' to do so in order to support our purposes;
- a contract with you that we can only fulfil by using your personal information, e.g. to send you an item that you have requested;
- a legal obligation to use or disclose information about you, e.g. we are required by law to keep records of membership payments.

What is Legitimate Interest?

This legal ground for processing means that organisations can process your personal information if they

1. Have a genuine and legitimate reason for doing so and
2. That use does not harm any of your rights and interests as an individual.

Hove Park Lawn Tennis Club's Legitimate Interest

What we have a Legitimate Interest to do

We believe that Hove Park Lawn Tennis Club supporters are connected to our club and want to help us to achieve our aims. Unless you tell us not to, we think you are content for us to keep and use your personal information

It is always your choice. If you don't think this is quite right for you, you can tell us to change your communication preferences and our use of your information. You can do this at any time by emailing info@hoveparktennis.co.uk:

Legitimate Interest to send you direct mail

Unless you tell us not to, we will rely on our Legitimate Interest ground (explained above) for sending you direct mail. From time to time, we would like to post you updates about our club.

Legitimate Interest to process your information

We aim to be clear about what information we collect, to enable you to make meaningful choices about how it is used.

When it is necessary we will contact you for administrative purposes, e.g. to contact you regarding a payment. We will also hold the minimum personal information required to support our ability to respect your preferences for communication with us.

To help you to understand when and why Hove Park Lawn Tennis Club would use Legitimate Interest to process your personal information we provide the following examples:

- To send postal communications (as explained above)
- To process your membership payments.

Data Sharing

Hove Park Lawn Tennis Club do not share, sell or swap your information with other organisations for their own marketing.

Changes to your data

From time to time we may contact you to ensure that the information you have provided us with remains accurate and up to date.

Like all organisations, we comply with requests for the disclosure of personal information where this is required or permitted by law. This could include requests from law enforcement. In these circumstances, the request must be submitted in writing and in accordance with the relevant legal requirements.

This information was last updated in May 2018. From time to time, we will make changes to the information on this page. The amended information will apply from the date it is posted on

the site and will govern the way in which we collect and use personal information from then on.
PLEASE READ THE TERMS AND CONDITIONS IN CONJUNCTION WITH OUR WEBSITE'S COOKIE USE POLICY AND WEBSITE TERMS AND CONDITIONS.