



Academy Privacy Policy

Retro Skating Academy are committed to maintaining the trust and confidence of our visitors to our web site, our communication services and be transparent about how we work. In summary we will always tell you how we use your data and that your data is stored securely. Here you'll find information on how we treat data that we collect from visitors to our website, or when someone provides information to us be able to use our services. We want you to know that Retro Skating Academy is not in the business of selling, renting or trading email lists with companies, academy's or businesses for marketing purposes. We just don't do that sort of thing. In this Privacy Notice, we've provided lots of detailed information on when and why we collect your personal information, how we use it, the limited conditions under which we may disclose it to others and how we keep it secure.

Who is responsible for your data?

The Data Controller for Retro Skating Academy is Amanda Blyth, the Academy Communications Officer. The Data Controller oversees the policies for the academy and ensure the rest of the committee & team are aware of their role. You can contact her on retroskatearsc@outlook.com

There are also data processors who have access to your information, such as academy secretary Amanda Tuddenham who collects and stores the majority of your information. Our Treasurer will also use a small amount of your data to manage your account with the academy; Coaches Donna Wicks & Amanda Blyth will hold emergency contact details. You are also responsible for keeping your information up-to-date so please do let us know if anything changes.

What Personal Data do we collect about you / your skater?

Personal Data means any information that relates to you/your skater and allows us to identify you/your skater, either directly or in combination with other information that we may hold. Personal data is likely to include your name, contact details, date of birth & information relating to FARS standard & Membership. We collect some personal data from your skater, for example any health information that coaches may need to know in relation to our sport, this information is considered 'sensitive personal data', we only collect this information if you have given your explicit consent via your membership form sign up. We do not collect data on ethnic background, religious or political views. If you enquire and provide personal information on behalf of someone else you must have their consent to use their personal information.

How and Why we use your/your Skaters personal Data?

- To manage your enquiries, communicate with you, manage our relationship with you and keep you up to date of all things #TeamRetro.
- To fulfil our administrative purposes and protect our academy & skaters interests.
- Legally we may have to use and share your personal data where there may be a safeguarding concern.
- We keep your data in line with our annual membership renewal, once this retention period is complete all personal data is either replaced by the new membership form or disposed of safely if you leave the academy along with the previous membership forms. Your electronic data will be disposed of within 2 weeks of leaving.

Visitors to our Website & Social Media Feeds

When someone visits our website (currently not in use) we use a third-party service, e.g. Google Analytics, to collect standard internet log information and details of visitor behaviour patterns. We do this to find out things such as the number of visitors to the various parts of the site. This information is only processed in a way which does not identify anyone. We do not make, and do not allow Google to make any attempt to find out the identities of those visiting our website.

If we do want to collect personally identifiable information through our website, we will be up front about this. We will make it clear when we collect this information and will explain what we intend to do with it. Social media websites/apps such as Facebook, twitter & Instagram have their own privacy policies and run their own analytics to collect your personal profile data dependant on your profile settings.

Photos; By becoming a member, you were given an option to 'opt in' for photos of you/your skater to be shared via social platforms, websites, press releases and other promotional purposes. Photos will be taken/stored by the Data Controller on password protected devices and stored for as long as deemed necessary in the interest of the academy's future promotional purposes.

Links to Other Web Sites; This privacy notice does not cover the links within this site linking to other websites. Those sites are not governed by this Privacy Policy, and if you have questions about how a site uses your information, you'll need to check that site's privacy statement.

Third Parties

We may share with your permission, personal information such as skater name, address & date of birth with other clubs and FARS for competition and test entries, FARS competitions, championships, internationals and tests may also request data such as address. We will not share sensitive information or your payment details.

Newsletter & Email updates Sign Up

As part of the registration process for our proposed bi-monthly e-newsletter, we will collect personal information. We use that information for a couple of reasons: to tell you about stuff you've asked us to tell you about; to contact you if we need to obtain or provide additional information; to check our records are right and to check every now and then that you're happy and satisfied. We don't rent or trade email lists with other organisations and businesses.

You can unsubscribe to general mailings at any time of the day or night by clicking the unsubscribe link at the bottom of any of our emails or by emailing our data protection officer at retroskatearsc@outlook.com.

Access to Your Personal Information

You are entitled to access the personal information that we hold. Email your request to our data protection officer at retroskatearsc@outlook.com.

Changes to this Privacy Notice

We keep our privacy notice under regular review. This privacy notice was last updated on 10th December 2020