

Salle Ossian Privacy Policy

We'll always treat your information as follows:

1. Fairly and lawfully

When you join Salle Ossian as a member, we record your details for the administrative purposes of running a sport club only. For example, when contacting you regarding club activities; and for safety and emergency purposes to help us deal effectively with any unexpected occurrences at the club.

For volunteers at the club who come in regular contact with children and vulnerable adults, we will need a greater degree of information so we can meet our obligations, for example, carrying out criminal record checks via Disclosure Scotland. We will always follow British Fencing and Scottish Fencing national governing body requirement in this respect.

At Salle Ossian we do not collect data from anyone via our website or app.

2. Specific for its purpose

We will only use your personal data for the purpose we originally said it would be used for. This means that we will never make your data available to market external companies. But we will share information about the club and fencing related events, initiatives and changes.

We will never hold genetic, biometric or electronic locations information on members.

3. Be adequate and only for what is needed

The data we hold on members will only be requested to the extent that it is adequate for the purpose we are holding the information. We will avoid asking for or holding more information than necessary. We will strive to keep this to a minimum and for such purposes that allow effective administration of the club; communication between you and the club; and meeting our legislative obligations, for example working to ensure a safe and healthy environment to work in.

4. Accurate and up to date

We will audit the data we hold regularly and take reasonable steps to keep the information up to date and to change it if it is inaccurate. When a member updates their information we will stop contacting you using the previously provided details.

5. Not kept longer than needed

We will only hold on to data for the amount of time you or your child remains a member of the club. Data that is out of date or no longer necessary will be destroyed or deleted by the club secretary who can be contacted at any time at secretary@salleossian.com.

6. Take into account people's rights

Members can have access to their personal data at any time and we will work with you to stop it from being used if it is causing distress, prevent it from being used for direct marketing, have inaccurate data changed, and claim compensation for damaging data breaches. In certain cases, members have the right to request that specific data be deleted or destroyed. Customers can of course only request

information relevant to themselves. Salle Ossian has a responsibility to establish whether the information requested by customers is relevant to the person requesting it.

Members can also request to see the information held on them by submitting a subject access request. This is a request typically sent by email, fax or post. While organisations can issue an online form for individuals to request they stop holding information on them, Salle Ossian won't require this as the only way to do so.

Salle Ossian will also respect the "right to be forgotten" where someone can request that online content is removed from our club data. The Data Portability Act means that a member can request all their personal data be transferred to another system for free. For example, they may wish to have all their photos transferred from one social network to another.

7. Kept safe and secure

Both physical and technical security systems will be used to keep personal information safe and secure, and not be exposed to undue security risks.

8. Not be transferred outside the UK

Data held by Salle Ossian will not be transferred to other countries without having first receive explicit consent from our members for their personal information to be transferred outside of the UK.