



S.A.S.A. Midland District Privacy Notice.

What we need

S.A.S.A. Midland District represents the swimming clubs affiliated to Scottish Swimming within the Midland District. We are committed to supporting the delivery of aquatic sports through the District Clubs.

S.A.S.A. Midland District will be a “controller” of the personal information that you provide to us as a volunteer swimming technical official, District committee member or as a representative of your club. In the case of swimming technical officials we are required to pass your personal information and qualification to British Swimming.

When you volunteer as a District swimming technical official, time keeper or volunteer as a District committee member or executive member of your affiliated club we will ask you for the following personal information:

- contact details - name, address and email address; and
- participation details – committee role and/or Swimming Technical Official qualification or Time Keeper.

Why we need your personal information – contractual purposes

We will use your personal information to

- send you District communications, by post or email, including but not limited to, meeting notices, District Events, per –capita fees, etc;
- register your qualification as a Swimming Technical Official with British Swimming.

Why we need your personal information – legitimate purposes

We also process our members’ personal information in pursuit of our legitimate interests to:

- develop and maintain our swimming technical officials’ qualifications, including sending email communications to volunteers to inform you of upcoming courses, renewal requirements; and
- respond to and communicate with District Clubs and Committees regarding your questions, comments, support needs or complaints, concerns or allegations in relation to aquatic sports as per the District Constitution and Bye-Laws.

Where we process your personal information in pursuit of our legitimate interests, you have the right to object to us using your personal information for the above purposes. If you wish to object to any of the above processing, please contact the District Secretary. If we comply with your objection, this may affect our ability to undertake the tasks above for the benefit of you as a volunteer.

Who we share your personal information with

If your personal information is included in any images or videos taken by us at our competitions and events, we may share this with Scottish Swimming for promotional and/or journalistic purposes.

We may be required to share personal information with statutory or regulatory authorities and organisations to comply with statutory obligations. Such organisations include the Health & Safety Executive, Disclosure Scotland, and Police Scotland for the purposes of safeguarding children.

We may also share personal information with our professional and legal advisors for the purposes of taking advice.

In the event that we do share personal information with external third parties, we will only share such personal information strictly required for the specific purposes and take reasonable steps to ensure that recipients shall only process the disclosed personal information in accordance with those purposes.

How we protect your personal information

Your personal information is stored on our electronic filing system and our servers based in the UK, and is accessed by our volunteers for the purposes set out above.

How long we keep your personal information

We will only keep your personal information for as long as necessary to provide you with membership services. Unless you ask us not to, we will review and possibly delete your personal information where you have ceased volunteering for an affiliated club within the District.

Your rights

You can exercise any of the following rights by contacting the District Secretary at secretary.midlandSASA@outlook.com.

Your rights in relation to your personal information are:

- you have a right to request access to the personal information that we hold about you by making a “subject access request”;
- if you believe that any of your personal information is inaccurate or incomplete, you have a right to request that we correct or complete your personal information;
- you have a right to request that we restrict the processing of your personal information for specific purposes; and
- if you wish us to delete your personal information, you may request that we do so.

Any requests received by S.A.S.A. Midland District will be considered under applicable data protection legislation. If you remain dissatisfied, you have a right to raise a complaint with the Information Commissioner’s Office at www.ico.org.uk