

CITY BARGE

CITY BARGE PRIVACY POLICY

Our contact details

City Barge Boat Club, Oxford
Longbridges Boathouse
The Towing Path
Oxford
OX1 4UW

Club contact people are identified here: <https://citybargeclub.org/cb-organization/>

The type of personal information we collect

Personal information is any information that can be used to identify a living person, for example members' e-mail addresses, financial information, or other personal data. We currently collect and process the personal information outlined below. All members consent on their membership forms to supply this information, unless on the form they choose not to provide specified information.

Membership forms completed by all members every year when they re-apply for membership:

What is that we store?	Why do we record it?	Who is it shared with?
Full Name	Person's identification	Shared with club members
Address, telephone numbers, e-mail address, social media identifiers	Person's identification, communication with members	Not shared with anyone outside members unless consent is given for sharing
Signature	Person's identification	Not shared with anyone outside Committee members
Details of previous boating experience	Identifying any training needs and level of experience	Not shared with anyone outside Committee members and popperi.
Financial and other information	Processing membership applications	Not shared with anyone outside Committee members

Spond

City Barge uses the Spond sports team app to facilitate members' participation in its events. Information provided by members is processed by Spond under Spond's own [Privacy Policy](#). City Barge does not receive or have access to any financial or other information provided to Spond except for information on Spond profiles which members can themselves alter or delete.

Website cookies

Like many websites, City Barge's website aggregates data when users visit the website. The purpose of this data collection is simply to count how many people come to the site, which countries they come from, which pages they view, etc. This data collection process does not enable City Barge to identify any individual, only that a computer with a specific number is accessing the web server. The software we use to create reports from this data relies on a standard browser feature called a cookie to track which web pages visitors view on the site. These cookies are assigned at random with each newly created visitor session, and are deleted after the visitor leaves the site.

Media

Consent is sought on the membership form from members for photographs of them to be shared on social media and the Club Website. The names of those who decline to give consent are shared with members who take such photos for club use. Any member may request a picture where they appear to be removed at any time, and the Club will attempt to do this as soon as possible thereafter.

Other websites

City Barge provides on its website links to websites maintained by persons or entities not affiliated with the Club. These include links to sites such as social media providers and Google search. City Barge has no control over any of these external sites and does not necessarily endorse their content, operators, products, or services. Furthermore, City Barge is not responsible or liable for the content, operators, availability, accuracy, quality, advertising, products, services, or other materials on or available from such sites. City Barge shall not be responsible or liable, directly or indirectly, for any damage or loss caused or alleged to be caused by or in connection with use of or reliance on any such content, products or services available on or through such sites.

Who we share your data with

City Barge does not share club members data with any third parties, except Spond to facilitate members' participation in City Barge events.

How we store your data

At City Barge, we take the protection of your personal information and data seriously. Access to this information is restricted to committee members and others who have a need to access the information for their club duties.

Committee members are required to destroy all copies of information pertaining to their time on the committee when they leave it, and notify the committee that they have complied with this requirement.

Your information is securely stored by the Membership Secretary and Treasurer.

How long we keep your data

We will retain your personal information only so long as it is necessary where we have a legitimate and lawful reason to do so. At your request we will delete any information that we no longer have a reason to retain. We retain some information to comply with our legal obligations, such as financial/accounting records which need to be retained for six years to comply with UK tax law.

What rights you have over your data

If you have an account on this site, you can request 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.

Here we'll explain the rights you have regarding your information:

<i>Rights</i>	<i>What does this mean?</i>
1. The right to be informed	You have the right to be provided with information about how we use your information and your rights. This is why we're providing you with the information in this Privacy Policy.
2. The right of access	You have the right to obtain a file of the information we hold. We won't charge for this and we'll do our best to supply this within 30 days.
3. The right to rectification	You're entitled to have your information corrected if it's inaccurate or incomplete. Just let us know where to make the changes!
4. The right to erasure	This is also known as 'the right to be forgotten' and, in simple terms, enables you to request the deletion or removal of your information where there's no compelling reason for us to keep using it. This is not a general right to erasure; there are exceptions.
5. The right to restrict processing	You have rights to 'block' or suppress further use of your information, for example you can withdraw consent for your photo to be used on the club website if you have previously given such consent.
6. The right to object	You have the right to object to certain types of processing, including processing for direct marketing (which we do not do).

Contact information

To exercise any of these rights at any time, or if you have any question regarding City Barge Data Privacy Policy or the information we have about you, please contact a committee member <https://citybargeclub.org/cb-organization/>