7. Privacy Notice

Purpose

The business will handle personal information fairly, lawfully, securely and transparently, in line with applicable UK data protection law. Information may include names, contact details, dates of birth, booking details, emergency contacts, medical information, photographs, video and development notes.

Collection and use

Collect only information needed for coaching, safety, bookings, payments, communications or legal obligations. Explain the purposes and lawful bases in the privacy notice. Health information and children's information require particular care. Obtain valid consent where consent is the appropriate basis, and do not treat consent as the lawful basis for every use by default.

Access and security

Limit access to people who need the information. Use suitable passwords, device security and secure services. Do not send sensitive information to group chats or disclose a player's information to another family without a proper reason.

Rights and incidents

Handle requests to access, correct or erase information in line with the law. Report suspected data breaches promptly to the business owner. Assess whether the ICO or affected individuals must be notified within applicable deadlines. See the Data Breach Procedure in this handbook.