



Privacy notice for the Wayfarers' Club

The Wayfarers' Club takes your privacy seriously. We are a "controller" of the personal information that you provide to us and this privacy notice sets out how, why and for how long we will use your personal data, as well as with whom it is shared. It also explains your legal rights as a data subject and how to exercise them.

What we need from you

When you register as a member of **The Wayfarers' Club** or renew your membership we may ask you for some or all the following personal information:

- Contact details – e.g. name, address, email address and phone number.
- Payment details – bank account number, sort code, card details.

If you do not provide us with all the personal information that we need this may affect our ability to offer you our membership services and benefits.

Why we need your personal information

Contractual purposes

We need to collect our members' personal information so that we can manage your relationship with us. We may use our members' personal information to:

- Provide you with core member services, including confirmation of membership, membership card, end of year renewal.
- Organise club activities and manage risk and safety if you attend a meet.
- Register your membership with the representative body, the British Mountaineering Council (BMC), to provide you with insurance cover, magazine subscription and other benefits they offer to members of clubs, including access to courses and competitions.

Legitimate purposes

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

- Provide you with news and updates about the activity of the club, opportunities to get involved in club meets, training, general meetings or other events.
- Raise awareness of the club's activities by capturing photos, videos, or live streaming at events. We may use this for promotion, education and development purposes.
- Respond to and investigate your questions, comments, support needs, complaints, concerns or allegations.

Other uses of your personal information

We may ask you if we can process your personal information for other purposes. Where we do so, we will provide you with an additional privacy notice explaining how we will use your information for these purposes.

Others with whom we share your personal information

When we register your membership with the BMC we pass on your personal data and the BMC becomes a controller of your personal data. The BMC provides full details of how it uses your personal data in its own privacy policy <https://www.thebmc.co.uk/privacy> and will not use it for any other purpose. We will also share your personal data with kindred clubs to allow them to verify your membership of the Wayfarers' Club and facilitate them giving you preferential treatment when booking their huts.

We may be required to share personal information with statutory or regulatory authorities to comply with statutory obligations. Such organisations include the Health & Safety Executive. We may also share personal information with professional and legal advisors for the purpose of obtaining advice.

Third party suppliers with access to members' personal data

The Wayfarers' Club may use third party suppliers to provide services. These suppliers may process personal data on our behalf as "processors" and are subject to contractual conditions to only process that personal information under our instructions and protect it.

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

- Our retail bank processes payment transactions securely on our behalf.
- Instructors, coaches and event organisers may receive details of training participants.

How we protect your personal information

Your personal information is accessed by our Membership Secretary, Newsletter Editor, Secretary and Treasurer only for the purposes set out above. It is stored by our club electronically as a password-protected database file. Your personal data is transferred to the BMC and kindred clubs by inputting it directly into a password-protected database or emailed via a password-protected spreadsheet.

How long we keep your personal information

We 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 delete your personal information where you have not renewed your membership with us for two years.

You have a right to:

- Change your communication preferences or restrict the processing of your personal data for specific purposes.
- Request that we correct your personal data if you believe it is inaccurate or incomplete.
- Access the personal data that we hold about you through a "subject access request".
- Request that we delete your personal information.

You can contact us by emailing secretary@wayfarersclub.org.uk or by contacting any member of the club Committee.

Changes to this notice

We may update this privacy notice from time to time. When we change this notice in a material way, we will update the version date at the bottom of this page. For significant changes to this notice we will try to give you reasonable notice unless we are prevented from doing so. Where required by law we will seek your consent to changes in the way we use your personal information.

If you are dissatisfied, you have a right to raise a complaint with the Information Commissioner's Office at www.ico.org.uk

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