



Lybster Golf Club

Established 1926

PRIVACY POLICY

Lybster Golf Club is a data controller as defined by the General Data Protection Regulation (GDPR) or the UK Data Protection Act 2018, as relevant, and this notice tells you about what information that we collect from you, why we collect it, who we might share it with and how we use it.

LGC is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using our Club Management System you can be assured that it will only be used in accordance with this Privacy Policy.

1. What information do we collect from you?

When you join LGC, we will ask you to complete a form with your name and contact details, including your address, email address and telephone numbers.

We will also ask for your age if you are a Senior, Student or Junior member.

2. Why do we collect this information?

Your name, age and contact details are required to enroll you as a member of LGC and Scottish Golf for individual Handicap purposes and send you information about activities organised for our members by the Club or Scottish Golf.

3. Who might we share this information with?

We will share your name and address with Scottish Golf so that they can manage your Scottish Golf Membership Number (previously known as CDH), which updates your Handicap under the World Handicapping System (WHS) and send you information about events organised by or involving Scottish Golf for its members.

LGC or Scottish Golf will not be allowed to use your details for any other purpose, and will not disclose your information to any other parties unless we have your permission or are required by law to do so.

We may be required to share personal information with statutory or regulatory authorities and organisations to comply with statutory obligations such as the Health & Safety Executive, Disclosure Scotland, and Police Scotland.

4. How we use your information?

The information that you provide will be held and processed securely by the Club, and will only be accessed by authorised Club Officers. We will only use the information that you have provided for the purpose of your membership of the Club and Scottish Golf, and will not use it for any other purpose.

We will also use the information you provide in pursuit of our legitimate interests to:

- Promote and encourage participation in golf by sending members communications and booking information for upcoming competitions and events.
- Our competitions and events may be photographed or filmed and your personal information may also be used in images captured for promotional, educational and development purposes.
- Provide competition in golf by accepting and managing entries for our competitions, and sending out results.
- Respond to and communicate with Members regarding your questions, comments, support needs or complaints in relation to golf. Any complaints should be notified to the Secretary, who may then use your personal information to investigate your complaint.

If you believe that any information which we hold about you is incorrect or incomplete please write to the Secretary. We will promptly correct any information found to be incorrect.

5. How long do we keep hold of your information?

The Club and Scottish Golf will keep hold of your information for as long as you keep your membership of the Club, and for up to two years after you have ceased to pay your subscription.

However the Club may also retain this information for distribution of the Club Newsletters unless you request cancellation.

6. How can I obtain a copy of the information that you hold about me?

By making a subject access/removal request, including your full name, address in writing to the Secretary.