

# LONGWOOD HARRIERS A.C. HUDDERSFIELD MEMBERSHIP FORM

Hon. President: Eddie Berry

Hon Gen. Sec. Simon Crook

**Longwood Harriers is an athletics/running club open to athletes of any ability  
from 9 years of age**

**PLEASE COMPLETE ALL DETAILS IN CAPITALS**

## SECTION A: ATHLETE DETAILS

<b>First Name</b>			
<b>Surname</b>			
<b>Date of Birth (DD/MM/YYYY)</b>			
<b>Address</b>			
		<b>Postcode</b>	
<b>Telephone</b>		<b>Mobile Number</b>	
<b>Email Address</b>	<i>Please note: This is a required field, so England Athletics can invite you to access your MyAthletics portal to complete the registration process with them. England Athletics will not market to you without your express consent.</i>		
<b>Preferred Events</b>			

## SECTION B: PARENT/CARER DETAILS

If you are under 18 years of age, please ask your parent/carer to complete the following section:

<b>First Name</b>			
<b>Surname</b>			
<b>Address</b>			
		<b>Postcode</b>	
<b>Telephone</b>		<b>Mobile Number</b>	
<b>Email Address</b>	<i>Please note: This is a required field, so England Athletics can invite you to access your MyAthletics portal to complete the registration process with them. England Athletics will not market to you without your express consent.</i>		

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## SECTION C: ADDITIONAL SUPPORT

Please detail below any disability you have and/or any additional support you may require from our club coaches:

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## SECTION D: MEDICAL INFORMATION

Please detail below any important medical information that our coaches should be aware of (e.g. epilepsy, asthma, diabetes, allergies, etc.). **Please do not leave blank** – if there is no information please write 'None' .

*Please note: This consent needs to be provided by the parent for children under the age of 13. Anyone over the age of 13 can provide consent for the use of data under GDPR)*

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- I consent to my special category personal data provided in section C and D to be shared with coaches for the purposes of the delivery of my safe participation in club activity. This data will not be shared or processed for any other purpose.

## SECTION E: EMERGENCY CONTACT DETAILS

Please provide the information below to indicate the persons who should be contacted in event of an incident/accident.

Emergency Contact name 1	
Emergency Contact number 1	
Emergency Contact name 2:	
Emergency Contact number 2	

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## MEMBERSHIP FORM

### SECTION F: PHOTOGRAPHY & VIDEO CONSENT (those aged 18 or under)

Longwood Harriers recognises the need to ensure the welfare and safety of all young people in athletics.

In accordance with the UK Athletics Child Protection Policy and Procedures, we will not permit photographs, video or other images of children/young people to be taken without the consent of the parents/carers and children/young people.

Longwood Harriers will take all possible steps to ensure these images are used solely for the purposes they are intended. If you become aware that these images are being used inappropriately you should inform the Club/County Welfare Officer immediately.

I (parent/carer) consent to Longwood Harriers photographing or videoing my child's involvement in athletics for the period shown on this form for the purposes of publicising and promoting the club or sport, or as a coaching aid:

Signature	
Print Name	
Date:	

### SECTION G: CLUB PRIVACY STATEMENT & COMMUNICATION PREFERENCES

Longwood Harriers take the protection of the data that we hold about you as a member seriously and will do everything possible to ensure that data is collected, stored, processed, maintained, cleansed and retained in accordance with current and future UK data protection legislation.

Please read the full privacy notice (attached) carefully to see how Longwood Harriers will treat the personal information that you provide to us. We will take reasonable care to keep your information secure and to prevent any unauthorised access.

In addition to email I am happy to receive general communications via:

SMS (TEXT)	<input type="checkbox"/>	Post	<input type="checkbox"/>
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### SECTION H: DATA SHARING WITH ENGLAND ATHLETICS

When you become a member of, or renew your membership with, Longwood Harriers you will automatically be registered as a member of England Athletics. We will provide England Athletics with your personal data, which they will use to enable access to an online portal for you, called myAthletics. England Athletics will contact you to invite you to sign into, and update your MyAthletics portal, which, amongst other things, allows you to set and amend your privacy settings. It is vital, therefore, that a valid email address is given, so that you can ensure that your data is correct and so that you can set your own privacy settings.

If you have any questions about the continuing privacy of your personal data when it is shared with England Athletics, please contact [dataprotection@englandathletics.org](mailto:dataprotection@englandathletics.org).

# LONGWOOD HARRIERS A.C. HUDDERSFIELD MEMBERSHIP FORM

## SECTION I: ATHLETE/PARENT AGREEMENT

By returning this completed form, I confirm that I have read and understood the privacy statement and how data will be used and shared and am willing to abide by the club code of conduct for athletes [and parents]

I further understand that Longwood Harriers is a competitive club and that I train in order to improve my standard in competition and will represent Longwood Harriers in at least one competitive event each year (April to March) to ensure membership in subsequent years. I also agree to compete in my club colours on a regular basis.

Signature	
Print Name	
Date:	

## SECTION J: MEMBERSHIP FEE

Our current annual fee is shown on our website and is different for Juniors (up to 18 years in full time education, to the end of year 13)

[Current fees here](#)

<http://www.longwoodhac.org.uk/joiningLHAC.html>

Please pay by bank transfer - we will give you the details. Ask if you wish to pay by cash or cheque

**We look forward to welcoming you and your family to the club. To find out club information please visit our website [www.longwoodhac.org.uk](http://www.longwoodhac.org.uk). Once you are a full member we will share details of a phone/tablet app that we use for latest information on training and competition**

## SECTION K: CLUB ADMINISTRATION

Date membership form received				
Form received by:				
Fee paid:		Cash		Cheque
Date membership accepted:				

# LONGWOOD HARRIERS A.C. HUDDERSFIELD

## MEMBERSHIP FORM

### Privacy Notice

Longwood Athletics Club is committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership, Longwood Athletics Club is the Data Controller and is responsible for storing and otherwise processing that data in a fair, lawful, secure and transparent way.

#### What personal data we hold on you

You may give us information about you by filling in forms at an event or online, or by corresponding with us by phone, e-mail or otherwise. This includes information you provide when you register with the Club. The information you give us may include your name, date of birth, address, e-mail address, phone number, name of the EA affiliated Clubs with which you are registered and gender (Athletics Data). We may also ask for relevant health information and disability which is classed as special category personal data.]

#### Why we need your personal data

The reason we need your Athletics Data is to be able to administer your membership, and provide the membership services you are signing up to when you register with the club. Our lawful basis for processing your personal is that we have a contractual obligation to you as a member to provide the services you are registering for.

Reasons we need to process your data include:

#### For training and competition entry

- sharing personal data with club coaches or officials to administer training sessions;
- sharing personal data with club team managers to enter events;
- sharing personal data with facility providers to manage access to the track or check delivery standards; and
- sharing personal data with leagues, county associations (and county schools' associations) and other competition providers for entry in events.

#### For funding and reporting purposes

- sharing anonymised data with a funding partner as condition of grant funding e.g. Local Authority; and
- analysing anonymised data to monitor club trends;

#### For membership and club management

- processing of membership forms and payments;
- sharing data with committee members to provide information about club activities, membership renewals or invitation to social events;
- publishing of race and competition results;
- records of sporting achievements of club members may be retained in club records and on the club website after the member has left the club.

#### For Communications

- sending information about selling club kit, merchandise or fundraising.

Any special category health data we hold on you is only processed for the purpose of passing health data to coaches to allow the safe running of training sessions. We process this data on the lawful basis of consent. Therefore, we will also need your explicit consent to process this data, which we will ask for at the point of collecting it.

On occasion we may collect personal data from non-members (e.g. any non-member waiting to attend an induction session or during the induction period. This information will be stored for 4 weeks after an induction event and then destroyed securely. Our lawful basis for processing data is consent. Therefore, we will also need explicit consent from non-members to process this data, which we will ask for at the point of collecting it

The club has the following social media pages: Facebook and Twitter. All members and parents/ carers of athletes aged under 18 are free to join these pages. If you join one of the Social Media pages, please note that providers of the social media platform(s) have their own privacy policies and

# LONGWOOD HARRIERS A.C. HUDDERSFIELD

## MEMBERSHIP FORM

that the club do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data on the club social media pages.

### **Who we share your personal data with**

When you become a member of or renew your membership with Longwood Harriers you will automatically be registered as a member of England Athletics. We will provide England Athletics with your personal data which they will use to enable access to an online portal for you (called myAthletics). England Athletics will contact you to invite you to sign into, and update, your MyAthletics portal, which, amongst other things, allows you to set and amend your privacy settings. It is vital, therefore, that a valid email address is given, so that you can ensure that your data is correct and so that you can set your own privacy settings. If you have any questions about the continuing privacy of your personal data when it is shared with England Athletics, please contact [dataprotection@englandathletics.org](mailto:dataprotection@englandathletics.org).

The Club does not supply any personal data it holds for this purpose to any other third party. The Club's data processing requires your personal data to be transferred outside of the UK for the purpose of cloud hosting. Where the Club does transfer your personal data overseas it is with the appropriate safeguards in place to ensure the security of that personal data.

### **How long we hold your personal data**

We will hold your personal data on file for as long as you are a member with us. Athlete data is updated every year on annual membership forms. Any personal data we hold on you will be securely destroyed after four years of inactivity on that member's account, in line with England Athletics Limited's retention policy. Your data is not processed for any further purposes other than those detailed in this policy.

### **Your rights regarding your personal data**

As a data subject you may have the right at any time to request access to, rectification or erasure of your personal data; to restrict or object to certain kinds of processing of your personal data, including direct marketing; to the portability of your personal data and to complain to the UK's data protection supervisory authority, the Information Commissioner's Office about the processing of your personal data.

As a data subject you are not obliged to share your personal data with the Club. If you choose not to share your personal data with us we will not be able to register or administer your membership.