



Old Albanian RFC

Mini & Junior Data Protection

2018

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Head of Rugby Operations**

Data Protection & Confidentiality

Information Collection

During the course of the season the club collects personal information relating to players, parents / guardians and families.

This information may be collected formally through membership forms, but may also be informally through face to face contact or e-mail.

Use of Information

This information is for purposes connected to administering membership and running the club.

Such purposes include, but are not restricted to:

- Registering players with the RFU and competition organisers
- Organising training sessions and fixtures
- Empowering coaches and other volunteers to conduct their duties
- Keeping member players and parents informed about club activities.

Information Security

Personal information held by the club is held securely by the Membership Team.

Information is only made available to club officials and volunteers on a strictly need-to-know basis and then only such information as is necessary at the time.

Right to be forgotten

Any individual has the “right to be forgotten”, which means that if someone wants to the club can be instructed to destroy any and all information it holds on file about a person.

For more information please contact dataprotection@oarugby.com

Photography Consent

Collection

During the course of a season Old Albanian RFC and appointed agents may take photographs/videos of players and members playing for and at the rugby.

Use

Images and videos may be used for a range of purposes, such as:

- In promotion of Old Albanian RFC, or events organised, or participated in by the club.
- In match or news reports released by the club through its website or traditional print media
- In the club's photo galleries on the website or social media

Subject Identification

Where a photo is of someone under the age of 18, the club will not publish the identity of the individual, other than in general terms e.g. Under 16s.

Where a photo is relating to an achievement by an individual under the age of 18 parental consent will be sought prior to release.

Photos of subjects over 18 may include identification, but consent should be sought ahead of time.

Identification of individuals may also occur through Social Media "tagging".

Guidelines & Governance

Old Albanian RFC and its appointed agents will operate under the RFU's Child Protection and Best Practice Guidelines.

The Club's Safeguarding Officer will ensure that these processes and policies are followed.

3rd Party's Consent

Anyone taking images or videos of matches needs to ensure that no person in the photo has withheld their consent in relation to photography.

When on grounds of other clubs those taking images will also need to ensure they're compliant with the policy of the host Club.

For more information please contact dataprotection@oarugby.com