

CATALAN SOCCER

Privacy Policy & Data Protection Notice

Updated to reflect your rights under the EU General Data Protection Regulation (GDPR) — effective 25th May 2018

About Catalan Soccer

Catalan Soccer is a kids' football coaching and sports company. Everything we do is about improving the lives of children through sport. We are not a multi-national or data-hungry PLC, but a humble local business that only captures and retains data to keep our members up to date on services to which they have subscribed.

We are publishing this Privacy Notice so our customers, clients, and suppliers are informed about what we hold, why we hold it, and how you can enact your rights under data protection law.

Legal Framework

This Privacy Notice has been updated to reflect your rights under the EU General Data Protection Regulation (GDPR), effective from 25th May 2018. This regulation supersedes the Data Protection Act of 1988 and forms the basis of the Data Protection Act 2018.

What This Policy Covers

This Privacy Policy sets out the following information:

- The categories of information that we collect, process, hold and share
- Why we collect and use this information
- The lawful basis on which we use this information
- How we collect this information
- How we store this information
- Who we share this information with
- Your rights of data access

1. Categories of Information We Collect

We may collect, process, hold and share the following categories of information:

Personal Information

- Names and contact details of children, parents and guardians
- Date of birth and age-related information
- Emergency contact information
- Medical and health information relevant to sporting activities
- Photographic or video records taken at sessions or events

Business & Administrative Information

- Supplier and contractor contact details
- Payment and invoicing records
- Communication records and correspondence

2. Why We Collect and Use This Information

We collect personal data solely for legitimate business purposes related to delivering our coaching services. These purposes include:

- Providing safe and effective football coaching and sports activities for children
- Communicating with parents and guardians about sessions, programmes, and updates
- Ensuring the health and safety of participants during activities
- Managing bookings, payments, and administrative records
- Complying with our legal and safeguarding obligations
- Keeping members informed about services to which they have subscribed

3. Lawful Basis for Processing

Under GDPR, we rely on the following lawful bases for processing personal data:

Consent: Where you have given explicit consent for us to process your data for a specific purpose.

Contractual Necessity: Where processing is necessary to fulfil a contract for our coaching services.

Legal Obligation: Where we are required to process data to comply with safeguarding or other legal duties.

Legitimate Interests: Where processing is in our legitimate business interests, provided your rights are not overridden.

4. Collecting This Information

We collect information in the following ways:

- Registration and enrolment forms completed by parents or guardians
- Direct communications including email, telephone, and in-person
- Online booking and payment platforms
- Photography and video taken at our sessions and events (with prior consent)

5. Storing This Information

We take the security of your personal data seriously. All information is stored securely and access is restricted to authorised staff only. We retain data only for as long as is necessary for the purposes for which it was collected, or as required by law. When data is no longer needed, it is securely deleted or destroyed.

6. Who We Share This Information With

We do not sell or rent your personal data to third parties. We may share information in the following limited circumstances:

- With coaches and staff at Catalan Soccer who need it to deliver our services
- With third-party service providers who support our operations (e.g., payment processors), under strict data protection agreements
- With relevant authorities where we are legally required to do so, such as in safeguarding situations

7. Your Rights of Data Access

Under GDPR, you have the following rights in relation to your personal data:

Right of Access: You may request a copy of the personal data we hold about you.

Right to Rectification: You may ask us to correct inaccurate or incomplete data.

Right to Erasure: You may request that we delete your personal data where there is no compelling reason for its continued processing.

Right to Restrict Processing: You may ask us to restrict how we use your data in certain circumstances.

Right to Data Portability: You may request that your data be transferred to another organisation in a structured, machine-readable format.

Right to Object: You may object to our processing of your data where we rely on legitimate interests as our lawful basis.

Right to Withdraw Consent: Where processing is based on consent, you may withdraw it at any time without affecting the lawfulness of prior processing.

To exercise any of these rights, please contact us using the details below.

Comments & Complaints

In the event that you have any reason to complain or have any comments, please inform us as soon as possible. Any verbal notification must be confirmed in writing.

If you remain dissatisfied, please write to us at the address or email below within **21 days** of any service issue or incident, providing full details of your complaint.

Catalan Soccer LLP

Goals, Redcote Lane, Off Kirkstall Road

Leeds, LS4 2AW

Email: inbox@catalansoccer.com

You also have the right to lodge a complaint with the Information Commissioner's Office (ICO) at ico.org.uk if you believe your data has been mishandled.

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