



The Sports Centre
Stafford Avenue
Clayton
Newcastle under Lyme
Staffordshire
ST5 3BN

DATA PRIVACY NOTICE

We ask that you read this privacy notice carefully as it contains important information on who we are, how and why we collect, store, use and share personal data, your rights in relation to your personal data and on how to contact us and supervisory authorities in the event you have a complaint.

WHO WE ARE

The North Staffs and South Cheshire Premier Cricket League collects, uses certain personal data about your Club, it's officials and players. When we do so we are required to comply with data protection regulation and we are responsible as a data controller of that personal data for the purposes of those laws.

When we mention "NSSCPCL ", "we", "us" or "our" we are referring to The North Staffs and South Cheshire Premier Cricket League.

The North Staffs and South Cheshire Premier Cricket League is an unincorporated association and its Executive Committee is responsible for managing the day to day running of the NSSCPCL. The North Staffs and South Cheshire Premier Cricket League registered office is at The Sports Centre, Stafford Avenue, Clayton, Newcastle under Lyme, Staffordshire ST5 3BN.

THE PERSONAL DATA WE COLLECT AND USE

In the course of providing our service to you we **may** collect the following personal data when you provide it to us:

- Club officials and individuals contact information as per our Club Contact Information document
- Player identity information, such as passports and utility bills
- Player employment/engagement contracts with your Club
- Player VISA, Entrance and Residency permit details
- DBS data about criminal convictions or offences
- Club bank account information

INFORMATION COLLECTED FROM OTHER SOURCES

We may also obtain personal data from such as the England and Wales Cricket Board or County Cricket Boards in the course of providing our services. Where we obtain this information from another party it is their responsibility to make sure they explain that they will be sharing personal data with us and, where necessary, ask permission before sharing information with us.

The personal data we obtain from other sources may include the following:

From England & Wales Cricket Board:

- Player details as provided by Club in their registration of the player on Play-Cricket

From County Cricket Boards:

- Club Officials contact details

From Other Leagues:

- Player details as provided by your Club registration of the player on Play-Cricket

From Professional Sports Agents:

- Player details as provided by your Club
- Information relating to contracts and permits if applicable

From Legal Parties:

- Information relevant to assist with any legal disputes

HOW WE USE YOUR PERSONAL DATA

The below table sets out:

- how we use your personal data
- the lawful bases upon which we collect and use your personal data
- who we may share your personal data with

Rationale/Reason for Processing	Lawful Basis for Processing	Third party recipients linked to that activity
To provide you with the relevant services associated to your Club's membership of the NSSCPCL.	To ensure the relevant information is relayed to the appropriate people within your Club. To ensure Clubs operate in accordance with NSSCPCL rules. To coordinate the administration and financial affairs of the League.	England & Wales Cricket Board County Cricket Boards Other Cricket Leagues
Third party advisers/professionals to provide information relating to the engagement of players and administration of the League	Consent Clarity of Contract Permit information	Professional Sports Agents
Third party advisers/professionals to in relation to Legal services as required	Consent To assist with any legal matter	Legal Advisers
To retain records of any services or advice provided to you by us in order to defend potential legal claims or complaints	Legitimate interests	External suppliers of data storage and hosting services to retain records on our behalf
To provide you with details of products and services from us and third parties that may be of interest to you in accordance with your preferences.	Consent	ECB Affiliated partners

SPECIAL CATEGORY DATA

Certain types of personal data are considered more sensitive and so are subject to additional levels of protection under data protection legislation. These are known as 'special categories of data' and include data concerning your health, racial or ethnic origin, genetic data and sexual orientation. Data relating to criminal convictions or offences is also subject to additional levels of protection.

We may process:

- racial or ethnic origin and genetic data information when administrating player registration services and/or
- criminal conviction or offence information when providing intermediary services in relation to a general insurance product

In addition to the lawful basis for processing this information set out above, we will be processing it either (i) for the purpose of administration for the League or (ii) for the establishment, exercise or defence of legal claims.

COMMUNICATION & MARKETING

We may use personal data we hold about you to help us identify, tailor and provide you with details of products and services, relating to cricket that may be of interest to you. We will only do so where we have obtained your consent and then have a legitimate reason to do this and will do so in accordance with any preferences you have provided to us.

You can opt out of receiving information at any time. If you wish to amend your marketing preferences, please contact us.

By email: suemcgarry@sky.com

By Post: North Staffs and South Cheshire Premier Cricket League - The Sports Centre, Stafford Avenue, Clayton, Newcastle under Lyme, Staffordshire ST5 3BN

HOW LONG YOUR PERSONAL DATA WILL BE KEPT

We may hold your personal data for differing periods of time depending upon the reason we have for processing it. These retention periods are set out below.

Type of Record	Retention Period
Contact information of Club officials	Reviewed annually and only current information supplied by Clubs will be retained
Documents associated to the evidence of compliance with league rules	Indefinitely
Documents associated to Identity and Permit requirements	Until a player's relationship with the league has ceased

YOUR RIGHTS

You have legal rights under data protection regulation in relation to your personal data. These are set out under the below headings:

- To access personal data
- To correct / erase personal data
- To restrict how we use personal data
- To object to how we use personal data
- To ask us to transfer personal data to another organisation
- To object to automated decisions
- To find out more about how we use personal data

We may ask you for proof of identity when making a request to exercise any of these rights. We do this to ensure we only disclose information or change your details where we know we are dealing with the right individual.

We will not ask for a fee, unless we think your request is unfounded, repetitive or excessive. Where a fee is necessary, we will inform you before proceeding with your request.

We aim to respond to all valid requests within one month. It may however take us longer if the request is particularly complicated or you have made several requests. We will always let you know if we think a response will take longer than one month. To speed up our response, we may ask you to provide more detail about what you want to receive or are concerned about.

We may not always be able to fully address your request, for example if it would impact the duty of confidentiality we owe to others, or if we are otherwise legally entitled to deal with the request in a different way.

KEEPING YOUR PERSONAL DATA

We limit access to your personal data to those who have a genuine need to know it. Those processing your information will do so only in an authorised manner and are subject to a duty of confidentiality.

SUPERVISORY AUTHORITY

If you are not happy with the way we are handling your information, you have a right to lodge a complaint with the Information Commissioners Office. It has enforcement powers and can investigate compliance with data protection regulation (www.ico.org.uk).

We ask that you please attempt to resolve any issues with us before the ICO.