



DATA PROTECTION POLICY

In order that Garioch Amateur Swimming Club (GASC) complies with the Data Protection Act 1998, we would be grateful if you and your parent/guardian (if you are under 16) would read and sign this declaration and return it to the membership secretary. **Please note: the swimmer must sign**

GASC provide training and competitive opportunities for swimmers of all ages and standards. During the course of this activity, coaches will compile information on swimmers relating to personal details and performances. The following list provides guidance on the information gathered and recorded in both electronic and manual format:

- Name
- Address
- Date of Birth
- Weight and Height*
- Competition results
- Test set results
- Personal goals*
- Video footage/photographs of competitions and performances
- Details of next of kin
- Details of Medical Practitioner
- Details of relevant medical conditions*

The information marked * is kept confidential between the individual, their coach, the GASC Head Coach and Team Managers (where appropriate). Competition, performance results and related news articles, along with any relevant photographs** may be posted on the GASC notice board, the GASC website and in the media.

In addition, personal best times, along with names, dates of birth and SASA registration numbers are submitted to other clubs for the purposes of entering competitions. Personal details on address, telephone numbers, email and date of birth will not be divulged to anyone outwith the GASC administration unless for the purpose so described or with the express permission of the member. Video footage may be shared with other swimmers with the individual's permission.

****Such photographs are not captioned in any way that may identify individual subjects and swimmers must be appropriately dressed when photographed out of the water i.e. wearing t-shirts or other garments which cover their swimming costumes.**

Information on swimmers held by GASC will be destroyed within one year of the individual leaving the GASC programme of activity.

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Declaration

I agree to the above information being used in the way described.

I agree to photographic images of me as described above being displayed on the club noticeboard, website and media.

ATHLETE

Name: (print) _____

Age: _____

Date: _____

Signature: _____

PARENT / GUARDIAN

(must also sign if athlete is under 16)

Name: (print) _____

Date: _____

Signature: _____