

For All NEW Members

MEMBERSHIP APPLICATION FORM

Affiliated to Somerset County ASA & Swim England
South West Region



Preliminary	Junior	Age Group	Youth	Regional	
ASA Number (if known)			Male	Female	
Swimmer's First Name					
Middle initials					
Surname					
Address					
Postcode			Date of birth (dd/mm/yyyy)		
Parent/Carer's Mobile			Home Tel:		
Parent/Carer's Name					
Parent/Carer's Address (if different from above)					
Parent/Carer's email address: (for under 18's) member email if over 18					
Details of medical conditions And allergies, disabilities or special needs (including, co-ordination, concentration)					
Details of medication					
Emergency Contact details (1)					
Emergency Contact details (2)					
Details of Membership of any other swimming club.					

CLUB POLICY COMPLIANCE

I agree to comply with the club Operational Guide and Rules Handbook including Wavepower 2020 – 2023 the ASA Child Safeguarding Policy and Procedures both of which are available on the club website. I understand it is important for my safety and the safety of others that any instructions given by the coaches and poolside helpers are complied with.

Signature of Member**Date****CLUB AGREEMENT (athletes under 18 years old)**

I agree to take part in the activities of the club. I understand that I am responsible for my child immediately before and after every club training session and social event.

I acknowledge receipt of the rules, policies and Code of Conduct of Keynsham Swimming Club and confirm my understanding and acceptance that such rules (as amended from time to time) shall govern my membership of the club. I understand that it is my responsibility to update my profile on the club's web portal promptly of any change in contact information and any other relevant information the club needs to know about to facilitate my participation, safety and welfare. I further acknowledge and accept the responsibilities of membership upon members as set out in these documents, copies of which can be found on the club website <http://www.keynshamswimmingclub.co.uk/>

I understand that in the event of any injury or illness, all reasonable steps will be taken to contact me. I give permission for the coach or club representative to give the immediately necessary authority on my behalf for any medical or surgical treatment recommended by competent medical authorities, where it would be contrary to my child's interest, in the doctor's medical opinion, for any delay to be incurred by seeking my personal consent.

Signature of parent/carer for athletes under 18 years old**Date****USE OF PHOTOGRAPHS**

I consent to the club using appropriate images (photography and video taken in accordance with Wavepower policies) for purposes of:

Enhancing and improving the athlete's technique **YES / NO** (please delete as appropriate)
Promotion and marketing of the club and its activities **YES / NO** (please delete as appropriate)

I understand that I can change my mind at any time by sending an e-mail to membership@keynshamswimming.club

Signature of athlete, or parent/carer for athletes under 13 years old**Date****DATA PROTECTION NOTICE**

The information provided on this form will be used only for the purposes of managing your membership of Keynsham Swimming Club and this may involve communicating information to you such as details of pool closures, changes to training timetables, details of competitions, and notice of club social events. Your information will be processed in accordance with the principles defined in the Data Protection Act (2018) and the General Data Protection Regulation. Your information may be shared with Swim England, county and regional associations, and other clubs affiliated to Swim England for the purposes of entering competitions and some information may appear publicly on the web sites of those organisations.

You have certain rights over the personal information we hold about you, including but not limited to the right to inspect it, request corrections be made to it if it is wrong, and to stop us processing it until it is correct. For a full explanation of how we process your information, an explanation of your rights, and how to exercise those rights, please see the club's summary privacy notice that accompanies this membership form, and read the full privacy notice in the Privacy section of the web site located at www.keynshamswimmingclub.co.uk.

MEDICAL INFORMATION

I recognise the importance of the club having access to up to date, relevant medical information and details of any impairment that may affect my ability to participate in training activities and competition.

I give my consent for the club to process this special category information in accordance with the data protection principles and the club's privacy notice as outlined previously. I understand that I can withdraw my consent at any time by sending an e-mail to membership@keynshamswimming.club and that the club will immediately delete this special category information.

Signature of athlete, or parent/carer for athletes <u>under 13 years old</u>	Date
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SUMMARY PRIVACY NOTICE FOR OUR JUNIOR MEMBERS (but grown ups can read it too)



At **Keynsham Swimming Club** we try our hardest to make sure that we collect only those pieces of information about you that we absolutely have to know, that we keep them nice and secure and don't share them with anyone we don't need to, or you wouldn't like us to. This notice tells you in a very short way what we do and how we do it. If you find this interesting, you may like to read a more detailed version on our [web site](#) (it has lots more pictures).

1. PERSONAL INFORMATION WE MAY COLLECT FROM YOU



Whilst you are a member of **Keynsham Swimming Club**, you or your parents or guardians provide us with lots of details about you. This is called **personal information** as it identifies you as an individual.

The long version of this note sets out a full list of personal information that we may collect about you and it tells you how we keep that information safe.

2. SPECIAL CATEGORIES OF PERSONAL INFORMATION

There are some pieces of information about you that we must be really careful with and we call this "**special information**". It includes such things as your colour, background and which part of the world you or your family members are originally from; also, any information about your health, including any injuries you may have.



3. WHERE WE COLLECT YOUR INFORMATION



We collect most of the information about you either from your parents or guardian. Some of it though comes from you, for example when you swim in events or competitions. Swim England (they are the people who make the rules) also give us your swimming ID number which stays with you for your entire swimming career, yes even to the Olympics.

4. USES WE MAKE OF YOUR PERSONAL INFORMATION

This is the biggie in the long version of this document. It explains how we use the information we have collected about you, why we do so and why we think it is ok. It will hopefully seem all very sensible. The pictures we used may not be obvious, but they will give you something to look for:



5. LETTING OTHER PEOPLE HAVE YOUR PERSONAL INFORMATION

Sometimes we have to give your information to other people. If you enter a competition for example it kind of makes sense that we have to tell the club running the competition how old you are and whether you are a boy or a girl otherwise you might end up in the wrong event! We need to tell you who we will share your information with before we share it.



6. **KEEPING YOUR INFORMATION SAFE**



We have a great team of people working with us who are trained to know how to use your details securely and will only use your details when and how we tell them to. We also do lots of clever things to keep your information safe and secure.

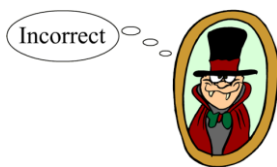
When you get to the Olympics, the World Championships or some other overseas event, we might need to provide some of the information we hold about you. We will talk to you before we do anything though as the competition might be taking place in a country that doesn't promise to look after your information as safely as we do in this country.

7. **HOW LONG WE KEEP YOUR PERSONAL INFORMATION**

As much as we enjoy having you in **KASC**, when the time comes for you to move on, we won't keep any of your information except that which the Government or the Law tells us we must.



8. **WE MUST MAKE SURE THE INFORMATION WE HAVE ABOUT YOU IS CORRECT.**



If you spot anything that is wrong with the information that we hold about you then please let us know as we must correct it as soon as possible. We wouldn't want to enter you as a girl into a boy's race now would we?

9. **WHAT ARE YOUR RIGHTS?**

We are sure that you are used to being told about your wrongs, but did you know that you have rights when it comes to the information we hold about you?

The full version of this note explains what these rights are and how you can go about using them.



10. **AND IF YOU ARE CROSS?**



If you are really cross about the way we have used your personal information, there is a person who can help you called Elizabeth. She is what is called the Information Commissioner. Elizabeth has a large office full of people who will listen to you, one of which will then talk to us to make sure we are doing things properly. You can contact the people in Elizabeth's team either through their web site at www.ico.org.uk or by ringing 0303 123 1113.

11. **CHANGES TO THIS NOTICE**

You have probably noticed in life that things change all the time. Just when you get used to something, a new version comes out. Well, we might want to change the information in this leaflet from time to time. If that means big changes then we will be sure to let you know in plenty of time.

12. **CONTACTING US**

If you aren't really cross but you still have a question to ask you can always send an membership@keynshamswimming.club



to