

Privacy Statement for St Christopher's Community Football Project

Your Relationship with St Christopher's

St Christopher's Fellowship (St Christopher's) run community football games as part of our participation work to help young people develop confidence, maintain friendships and engage in healthy activities.

St Christopher's is committed to protecting your personal data and this statement provides details of the data we process, how it will be collected and your rights in relation to your data. This statement only gives details of the personal data we collect in relation to this project. If you have another relationship with St Christopher's, please refer to our Corporate Privacy Statement or the relevant project privacy statement.

Our contact details

St Christopher's Fellowship (St Christopher's) is a registered charity, registered in England and Wales (Charity Number: 207782), and on the Isle of Man (Charity Number: 927). We are also a company limited by guarantee registered in England and Wales (company number: 321509) and on the Isle of Man (company number: 111692C). Our registered office is at 1 Putney High Street, London SW15 1SZ, Tel: 0208 780 7800

Our Data Protection Officer is the Company Secretary, Sara Kortenray, who can be contacted by writing to the address above or emailing:
dataprotection@stchris.org.uk.

St Christopher's is the 'data controller' in relation of your personal information, and is solely responsible for what happens to it, where it goes, and who sees it.

What type of information we hold about you

We aim to collect the minimum amount of personal information needed to carry out our service. To coordinate our community football games we only collect and process:

- Identification information (such as your name, date of birth and possibly your photograph)
- Contact Information (such as your telephone number, email, Whatsapp and other social media pages)
- Emergency contact details

The law states that some information is more private and we need to keep it more securely. This is called "Special Category Information." We will also keep Special Category information about your health.

How we get your information

All the information we hold will be provided by either yourself.

What we do with the information

Our primary reason for holding your data is to contact you about our community football games.

We may also use your information to:

- Keep in contact and sending information about opportunities which you might be interested in;
- Ensure yours or someone else's wellbeing and safety;
- Raise further awareness of St Christopher's and the work we do;
- Provide information to the emergency services should they need it;
- Comply with the law or defend our legal rights.

Who we share information with

Normally we will not share your information outside St Christopher's. However, on rare occasions we may share your information with the emergency services.

Our Legal Basis for Processing your data

GDPR identifies six lawful bases for processing personal data. Our legal bases for processing your data are:

- Consent - You have given your consent for your personal data to be used for this purpose. You may withdraw this consent at any time.
- Legitimate Interest – This could be in our interest or the interest of a third party. We can process your data so long as we do not interfere with your fundamental rights or freedoms:
- Vital Interests (protecting someone's life) -This can be used to protect your life or the life of another person.

Special Category Data is considered to be more sensitive than other data. If we collect Special Category data about you, our lawful basis for processing this data is your explicit consent or vital interests.

Storage of your data

We will only store your personal information for up to two years after the last football game you attend. Once every two years we will ask you to confirm whether you wish to remain on our contact list.

How we keep your Information secure

Your personal data is stored on phones owned by St Christopher's and used by members of our Participation Team (primarily our Participation Manager, Alex Jones) and a member of the People Development Team, Sam Edwards. All phones are protected by pin numbers. Should we need to share your data with a third party we would only do this if the necessary security and encryption arrangements are in place.

All staff receive training when they join St Christopher's which is periodically refreshed.

Your data rights

The Data Protection Act 2018 in conjunction with the General Data Protection Regulation (GDPR) grants you a number of rights which are explained below:

Access to personal information -You have the right to ask about what personal information we hold about you, and to request a copy of your information. This is known as a 'subject access request' (SAR).

Rectification -You can ask us to correct any mistakes contained in the information we hold about you.

Erasure ('right to be forgotten') -You have the right to ask us to delete personal information we hold about you. We can refuse to erase your personal data if we need the data to exercise or defend a legal claim; we are legally obliged to process the data or we have an overriding legitimate interest.

Restriction on processing -You have the right to require us to stop processing your personal information. When processing is restricted, we are allowed to store the information, but not do anything with it. You can do this where:

- You challenge the accuracy of the information (we must restrict processing until we have verified its accuracy)
- You challenge whether we have a legitimate interest in using the information
- If the processing is a breach of the GDPR or otherwise unlawful
- If we no longer need the personal data but you need the information to establish, exercise or defend a legal claim.

We must also inform any third parties who we have shared the information with about the restriction.

Objection to processing -You have the right to object to us processing your data where we say it is in our legitimate business interests. We must stop using the information unless we can show there is a compelling legitimate reason for the processing, which override your interests and rights or the processing is necessary for us or someone else to bring or defend legal claims.

Right to data portability -You can ask for your data to be transferred from our automated storage systems to another controller in a structured and commonly used and machine readable format.

To exercise any of these rights is free of charge and we will either comply with your request or explain our rationale for not complying within **one calendar month**. If you wish to exercise any of these please contact the data protection officer on the contact details above.

Location of Data

Your data will only be processed within the UK. Storage of your data will be on St Christopher's phone and our network provider may use cloud based storage which is outside the EEA. However they have suitable security arrangements in place.

Changes to this Privacy Notice

We keep our privacy notice under regular review and will place any updates on our website; you will be notified of any major changes to this notice.

For more information

For further information on how we process your personal information, please contact our Data Protection Officer using the address at the top of this statement. Alternatively further information is available from Information Commissioner's Office ("ICO") including details should you wish to complain about how your data has been used. The ICO are independent official bodies, and one of their primary functions is to administer the provisions of the GDPR. You can find out more information on your rights by visiting their website here: <https://ico.org.uk/for-the-public/> or write to the ICO; Wycliffe House; Water Lane; Wilmslow; Cheshire; SK9 5AF.