

West Wight Youth FC

Privacy Notice

This notice explains what personal data West Wight Youth FC ("the Club", "we", "our", "us") collects about players and their parents/guardians, why we collect it, how long we keep it, and what rights you have. It should be read alongside our Data Protection Policy, which sets out how the Club's committee and volunteers must handle personal data internally.

1. Who we are

1.1 West Wight Youth FC is the data controller for the personal data described in this notice. Any questions about this notice, or requests relating to your data, should be sent to the Club's Data Protection Lead (role to be confirmed at the Club's next AGM; in the meantime, please contact the Club Secretary).

2. What data we collect

2.1 About the player: first name, last name, date of birth, gender, member type (e.g. age group), address, a photo (where consent is given), medical conditions or notes, whether medication is required and details of it, and emergency contact details.

2.2 About the parent or guardian ("account holder"): first name, last name, email address, date of birth, phone number, and address.

2.3 Consents given as part of registration, including photo consent and agreement to the Club's terms and conditions, code of conduct and anti-bullying policy.

2.4 Payment records relating to membership fees, including the amount paid, payment method, and payment status. Card details are handled directly by our payment provider, Stripe, and are never seen or stored by the Club.

3. Why we collect it, and our lawful basis

3.1 We collect this data to register and manage a player's membership of the Club, organise teams and fixtures, keep players safe (including through the medical and emergency contact information held), and collect membership fees.

3.2 Because our players are children, the relevant consent for processing their data — including agreeing to this notice — is given by a parent or guardian at the point of registration, and is refreshed each season.

3.3 Medical information is "special category data" under UK GDPR. We only collect and use it with the explicit consent of a parent or guardian, and only to keep the player safe — for example, so that coaches and first-aiders know of any relevant conditions.

3.4 Payment records are processed on the basis of our contractual relationship with the account holder, and are also retained to meet our legal obligations for financial record-keeping.

4. How long we keep it

4.1 Player data: we keep a player's personal data until the end of the season that follows the season in which their membership with the Club ends. For example, a player who leaves during, or at the end of, the 2025/26 season will have their data deleted at the end of the 2026/27 season. A parent, guardian, or the player themselves may request earlier deletion at any time — see section 6 below.

4.2 “Deleted” means the Club will remove all personally identifying information — including name, date of birth, photo, medical and emergency contact details — from our systems. A minimal, anonymised record may be retained where necessary for accounting or audit purposes, but it will no longer identify the player.

4.3 Financial and payment records: we retain financial records, including payment records, for 6 years, in line with standard UK financial record-keeping requirements. This applies regardless of when a player leaves the Club.

4.4 Where data is no longer needed for the purposes it was collected for, we will delete or anonymise it sooner than the periods above.

5. Who we share it with

5.1 We share player registration data with Hampshire Football Association and The Football Association, via the Whole Game System, as required for player registration, and with any league in which the Club's teams participate that also uses the Whole Game System.

5.2 We use third-party service providers to help us run the Club, including Stripe for payment processing and Google/Firebase for hosting our club management system. These providers only process data on our instructions and under contract; they do not use it for their own purposes.

5.3 We do not sell or share personal data with anyone else, except where required by law.

6. Your rights, and how to request deletion

6.1 You have the right to ask what personal data we hold about you or your child, to ask us to correct it if it's wrong, and to ask us to delete it (subject to the retention periods above, which exist to allow the Club to operate safely and meet its legal obligations).

6.2 To request deletion of a player's data before the retention period above would otherwise apply, a parent or guardian (or an admin acting on their behalf) can do this from within the Club's app, or by contacting the Data Protection Lead directly. Deletion requests are reviewed and actioned by a Club administrator.

6.3 You also have the right to object to how we process your data, to ask us to restrict processing, and to request a copy of your data in a portable format. To exercise any of these rights, contact the Data Protection Lead.

6.4 If you're unhappy with how we've handled your data, you have the right to complain to the Information Commissioner's Office (ICO) at ico.org.uk.

7. Keeping your data secure

7.1 We store personal data using access-controlled cloud infrastructure, with data encrypted in transit and at rest. Access within the Club is limited to committee members and volunteers who need it to carry out their role, in line with our Data Protection Policy.

8. Changes to this notice

8.1 We may update this notice from time to time. Where we make significant changes, we will let account holders know.