



APPLICATION FOR MEMBERSHIP

Please complete all details in BLOCK CAPITALS and return to:
istead_membership@hotmail.com

Welcome to Istead & Ifield Harriers. We are a running club open to runners of any ability from 18 years of age. Please complete this form and return to **istead_membership@hotmail.com**.

SECTION A: Your details

First Name		Surname	
Home address (inc. postcode)			
Date of birth (DD/MM/YY)			Phone number
Email address			
If you are a member of another England Athletics affiliated club, please indicate here			

SECTION B: Additional support

Please detail below any disability you have and/or any additional support you may require from our run leaders.

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SECTION C: Medical information

Please detail below any important medical information that our run leaders should be aware of (eg, epilepsy, asthma, diabetes, allergies, etc) **Please do not leave blank** – if there is no information please write 'None'.

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- I consent to my personal data provided in sections B and C to be shared with run leaders for the purposes of the delivery of my safe participation in club activity. This data will not be shared or processed for any other purpose.*

SECTION D: Emergency contact details

Please insert the information below to indicate who should be contacted in the event of an incident/accident.

Emergency contact 1 name:	
Emergency contact 1 number:	
Emergency contact 2 name:	
Emergency contact 2 number:	

SECTION E: Membership fees

Our club year runs from 1st April to 31st March. Membership fees include your payment to England Athletics. Our annual fees are as follows:

Single membership£35
Joint membership (with a partner)£60
Second claim membership.....£20
Student membership£20
Members aged 65 and over£20

Online payment is preferable. Please include your name with your payment so we can identify each payee. Our banking details are **Istead & Ifield Harriers, 10342001, 60-22-16**

SECTION F: Facebook consent

Istead & Ifield Harriers recognise the need to ensure the welfare and safety of club members. Please indicate below whether you consent for your name and image to appear on the Istead & Ifield Harriers Facebook (public) page for the purposes of publicising and promoting the club.

Please circle to indicate your preference:	Yes / No
Signature:	
Date:	

SECTION G: Club privacy statement and data sharing with England Athletics

Istead & Ifield Harriers take the protection of the data that we hold about you as a member seriously and will do everything possible to ensure that data is collected, stored, processed, maintained, cleansed and retained in accordance with current and future UK data protection legislation.

Please read our full privacy notice (attached) carefully to see how we will treat the personal information that you provide to us. We will take reasonable care to keep your information secure and to prevent any unauthorised access.

When you become a member of or renew your membership with Istead & Ifield Harriers, you will automatically be registered as a member of England Athletics. We will provide England Athletics with your personal data which they will use to enable access to an online portal for you (called MyAthletics). England Athletics will contact you to invite you to sign into and update your MyAthletics portal (which, amongst other things, allows you to set and amend your privacy settings). It is vital, therefore, that you provide a valid email address, so that you can ensure that your data is correct and so that you can set your own privacy settings. If you have any questions about the continuing privacy of your personal data when it is shared with England Athletics, please contact dataprotection@englandathletics.org.

SECTION H: Agreement

By returning this completed form, I confirm that I have read and understood the privacy statement and how data will be used and shared, and am willing to abide by the Club's Codes of Conduct.

Signature	
Print Name	
Date	

We look forward to welcoming you to the club in the near future. To find out all the latest club information, please ask to join our members only Facebook group <https://www.facebook.com/groups/IsteadandIfield>.



Club Standard 4: Privacy Notice covering General Data Protection Regulation (GDPR)

Istead and Ifield Harriers (herein after to be referred to as “the Club”) is committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership, the Club is the Data Controller and is responsible for storing and otherwise processing that data in a fair, lawful, secure and transparent way.

What personal data we hold on you

You may give us information about you by filling in forms (hardcopy or online), or by corresponding with us by phone, e-mail or otherwise. This includes information you provide when you register with the Club. The information you give us may include your name, gender, date of birth, address, e-mail address, phone number, and name of the England Athletics (EA) affiliated clubs with which you are registered. We may also ask for relevant health information.

Why we need your personal data

The reason we need your Athletics Data is to be able to administer your membership and provide the membership services you are signing up to when you register with the Club. Our lawful basis for processing your personal data is that we have a contractual obligation to you as a member to provide the services you are registering for.

Reasons we need to process your data include:

a) For training and competition entry

- sharing personal data with Club coaches or officials to administer training sessions.
- sharing personal data with Club team managers to enter events.
- sharing personal data with leagues, county associations and other competition providers for entry in events.

b) For membership and Club management

- processing of membership forms and payments.
- sharing data with Committee members to provide information about Club activities, membership renewals or invitation to social events.
- publishing of race and competition results

c) Marketing and communications

- sending information about selling Club kit, merchandise or fundraising.

Any special category health data we hold on you is only processed for the purpose of passing health data to run leaders and coaches to allow the safe running of training sessions. We process this data on the lawful basis of consent.

On occasion we may collect personal data from non-members (such as any non-member participant who fills in a health disclaimer or form for trial Club sessions). This information will be stored until a decision on membership is made. If the decision is taken not to pursue membership, the personal data collected will be destroyed securely. Our lawful basis for processing data is consent. Therefore, we will also need explicit consent from non-members to process this data, which we will ask for at the point of collecting it.

The Club has a closed members-only Facebook group and an open Facebook page. All members are free to join the closed group and follow the open page. Please note that the provider(s) of social media platform(s) have their own privacy policies and that the Club do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data on the Club social media pages.

Who we share your personal data with

When you become a member of the Club, you will automatically be registered as a member of England Athletics Limited. We will provide England Athletics Limited with your Athletics Data which they will use to enable access to the MyAthletics portal. England Athletics Limited will contact you to invite you to sign into and update your MyAthletics portal. You can set and amend your privacy settings from the MyAthletics portal. If you have any questions about the continuing privacy of your personal data when it is shared with England Athletics Limited, please contact dataprotection@englandathletics.org.

The Club does not supply any personal data it holds for this purpose to any other third party. The Club does not store or transfer your personal data outside of the UK.

How long we hold your personal data

We will hold your personal data on file for as long as you are a member with us. It is your responsibility to update your personal data via the MyAthletics portal, and to also notify the Membership Secretary. Any personal data we hold on you will be securely destroyed within 1 year of you resigning from the Club.

In addition, England Athletics Limited's retention policy states that your data will be kept on their system no longer than 4 years since the last activity on your account which, in practical terms, means 4 years after you resign from the Club.

Your data is not processed for any further purposes other than those detailed in this policy.

Your rights regarding your personal data

As a data subject you may have the right at any time to request access to, rectification or erasure of your personal data; to restrict or object to certain kinds of processing of your personal data, including direct marketing; to the portability of your personal data and to complain to the UK's data protection supervisory authority, the Information Commissioner's Office about the processing of your personal data.

As a data subject you are not obliged to share your personal data with the Club. If you choose not to share your personal data with us, we may not be able to register or administer your membership.

Adopted: March 2022

To be reviewed on: March 2025

This policy should be read in conjunction with the following Club Standards:

- Constitution
- Committee and Club Supporting Roles and Responsibilities
- Grievance and Disciplinary
- Inclusion and Diversity
- Safeguarding Codes of Conduct
- Health and Safety including Risk Assessments
- Social Media