

LEFA Privacy Policy

How we communicate with you

- a) As a member or guest of Long Eaton Field Archers (LEFA), we need to communicate with you to provide you with membership information, news and events relating to our club.
- b) We prefer to do this by email. But if you would rather receive postal mail instead, please let us know.

How we store and use your information

- a) The personal information we hold includes your name, address, email address, phone number, gender, date of birth (if under 16), and other club affiliation. We may also record limited health information which you may provide prior to a beginner's course.
- b) We keep your personal information in digital form. Membership lists are password-protected and access is limited to designated committee members only.
- c) We only use your data to administer your membership and/or to keep you updated about the club & events. It is not shared with any third party, other than where this is required to administer your membership e.g. to check that you hold membership of NFAS.
- d) You have the right to ask us to tell you what information we hold about you, and to request us to correct anything which is wrong. In certain circumstances you can request us to erase your data, which we will do unless the law requires or allows us to keep this information.
- e) If you do not join LEFA or do not renew your membership, we will remove your details from the current list. We may retain personal data in archived lists for a reasonable time in case of e.g. renewal or insurance enquiry.
- f) Results of shoots contain each archer's name, gender, age group (if under 16) and club affiliation. These results are put onto the club website and may be published in the NFAS newsletter. Note that this information may be seen and copied by third parties. If you do not wish your details to be included in shoot results please let us know.

How to contact us

- a) Please email the Club Secretary: club.secretary@lefa.org.uk