**Highgate Cricket & Lawn Tennis Club (HC&LTC) Privacy Policy**

The HC&LTC Privacy policy protects the information collected from you via www.highgate-tennis.co.uk and highgate-cricket.co.uk that is hosted on our servers. Your privacy is extremely important to us. As a result, we have implemented this Privacy Policy to ensure the information that we collect from you over the Web is secure.

**HC&LTC commitment to data privacy protection**

Protecting the security and privacy of your personal data is important to HC&LTC; therefore, we conduct our business in compliance with applicable laws on data privacy protection and data security.

HC&LTC is not liable & responsible if your data collected via our systems and used by the club/club admin/staff has been used for any other purpose other than contact / processing you club booking / subscription management.

**Personal data**

All personal data that HC&LTC are provided with will be treated fairly and lawfully. Personal data used shall not be kept for longer that is necessary for that purpose of purposes. All personal data collected by HC&LTC shall be processed in accordance with the rights of data under the Data Protection Act 1998. Measures will be taken against the unlawful processing or use of personal data and against loss or destruction of personal data.

Through our website, HC&LTC will not collect any personal data about you (e.g. your name, address, telephone number or e-mail address), unless you voluntarily choose to provide us with it (e.g. by registration, making a club booking, membership application), respectively, provide your consent. By registering to use the club management system/make any online booking you agree to provide required personal data.

**Purpose of Use**

When you do provide us with personal data, HC&LTC usually use it on behalf of the club to process your booking or application order or provide you access to specific information. HC&LTC may also use email addresses provided to contact members of the club via a third party email service, but it will be used solely for the purposes of contacting members about club matters.

**Purpose Limitation**

HC&LTC will collect, use or disclose personal data supplied by you online only for the purposes disclosed to you, unless the disclosure:

* is a use of the personal data for any additional purpose that is directly related to the original purpose for which the personal data was collected,
* is necessary to prepare, negotiate and perform a contract with you,
* is required by law or the competent governmental or judicial authorities,
* is necessary to establish or preserve a legal claim or defence,

**Communications or Utilisation Data**

Through your use of telecommunications services to access our website, your communications data (e.g. Internet protocol address) or utilisation data (e.g. information on the beginning, end and extent of each access, and information on the telecommunications services you accessed) are technically generated and could conceivably relate to personal data. To the extent that there is a compelling necessity, the collection, processing and use of your communications or utilisation data will occur and will be performed in accordance with the applicable data privacy protection legal framework.

**Non-Personal Data Collected Automatically**

When you access our website, we may automatically (i.e., not by registration) collect non-personal data (e.g. type of Internet browser and operating system used, domain name of the Web site from which you came, number of visits, average time spent on the site, pages viewed).

“Cookies” – Information Stored Automatically on Your Computer

When you view our website, we may store some data on your computer in the form of a “cookie” to automatically recognize your PC next time you visit. Cookies can help us in many ways, for example, by allowing us to tailor a website to better match your interests or to store your password to save you having to re-enter it each time. If you do not wish to receive cookies, please configure your Internet browser to erase all cookies from your computer’s hard drive, block all cookies or to receive a warning before a cookie is stored.

**Children**

HC&LTC will not knowingly collect personal data from children without insisting that they seek prior parental consent if required by applicable law. We will only use or disclose personal data about a child to the extent permitted by law, to seek parental consent pursuant to local law and regulations or to protect a child. The definition of “child” or “children” should take into account applicable laws as well as national and regional cultural customs.

**Security**

To protect your personal data against accidental or unlawful destruction, loss or alteration and against unauthorised disclosure or access, HC&LTC uses technical and organizational security measures.

**Links to Other Web Sites**

* HC&LTC may contain links/references to other Web sites.
* HC&LTC is not responsible for the privacy practices or the content of other websites if the user wishes to navigate.
* HC&LTC is not responsible for the privacy practices of websites that are not owned/supported by HC&LTC.

**Questions and Comments**

HC&LTC will respond to reasonable requests to review your personal data and to correct, amend or delete any inaccuracies. If you have any questions or comments about the HC&LTC Privacy Policy or Data Protection (e.g. to review and update your personal data), please e-mail us at info@highgate-tennis.co.uk