



Privacy Notice

The Eagle Ski Club takes your privacy seriously. Under the General Data Protection Regulation (GDPR), we are a “controller” of the personal information that you provide to us and this privacy notice sets out how, why and for how long we will use your personal data, as well as who it is shared with. It also explains your legal rights as a data subject and how to exercise them.

What we need from you

When you register as a member of the Eagle Ski Club or renew your membership (including if you are registering or renewing on behalf of a young person aged 16 or under), or register for a club tour or other event, we may ask you for some or all of the following personal information:

- Contact details – such as name, address, email address and phone number.
- Date of birth – to calculate membership category and eligibility for grants and courses.
- Gender – to assist with statistics on membership distribution
- Safety and emergency details – including next of kin, relevant health conditions, etc.

If you do not provide us with all of the personal information that we need this may affect our ability to offer you our membership services and benefits.

Why we need your personal information

Contractual purposes

We need to collect our members’ personal information so that we can manage your relationship with us. We will use our members’ personal information to:

- Provide you with core member services, including confirmation of membership and end of year renewal.
- Set up your online membership account enabling you to manage your membership and communication preferences.
- Organise club activities and manage risk and safety if you join a club tour or meet.
- Register your membership with Mountaineering Scotland and our insurers, to ensure that you are included in the club’s liability insurance cover.

Legitimate purposes

We also process our members’ personal information in pursuit of our legitimate interests to:

- Provide you with news and updates about the activity of the club, opportunities to get involved in club tours, meets, training, general meetings or other events.
- Raise awareness of the club’s activities by capturing photos, videos, or live streaming at events. We will use this for promotion, education and development purposes.

- Allow and assist members to share their details and personal profile with other members of the club (if they wish, preferences can be easily changed), and to contact other members in relation to club activities.
- Compile statistics on membership distribution and participation in club activities.
- Carry out occasional surveys of members to establish your views on club policy and other relevant issues.
- Respond to and investigate your questions, comments, support needs, complaints, concerns or allegations.

Other uses of your personal information

We may ask you if we can process your personal information for other purposes. Where we do so, we will provide you with an additional privacy notice explaining how we will use your information for these purposes.

Other organisations with whom we share your personal information

When we register your membership with Mountaineering Scotland we pass on your personal data and Mountaineering Scotland becomes a controller of your personal data. Mountaineering Scotland provides full details of how it uses your personal data in its own privacy notice (available at <https://www.mountaineering.scot/about-us/business-matters/privacy-notice>) and will not use it for any other purpose.

We may be required to share personal information with statutory or regulatory authorities to comply with statutory obligations. Such organisations include the Health & Safety Executive and the Police for the purposes of safeguarding children and vulnerable adults. We may also share personal information with professional and legal advisors for the purpose of obtaining advice.

Third party suppliers with access to members' personal data

The Eagle Ski Club uses third party suppliers to provide services. These suppliers may process personal data on our behalf as "processors" and are subject to contractual conditions to only process that personal information under our instructions and protect it.

In the event that we share personal information with external third parties, we only share such information strictly required for the specific purposes and take reasonable steps to ensure recipients shall only process the disclosed personal information in accordance with those purposes. Currently, the following third-party suppliers use members' personal data to provide specific services to the club:

- GoCardless – to provide Direct Debit processing services for the club in relation to membership subscriptions.
- Mailchimp – to distribute most of our email communications to members. Their servers are based in the US and they uphold the EU Privacy Shield to certify their data security.
- Wufoo – to create some forms that we use, such as for booking events. Their servers are based in the US and they uphold the EU Privacy Shield to certify their data security.
- The Lavenham Press – to distribute copies of the Yearbook to members' postal addresses.
- My Repro Limited – to distribute other hardcopy material to members' postal addresses.

- Instructors, coaches and event organisers – personal details of training or competition participants.

Other third parties

The club has private groups and other presence on various social media sites (for example, our Facebook private group), which members may join if they choose, possibly subject to confirmation from the club that they are bona fide club members. The club is not a Data Controller for these sites, and does not provide data to them; members should refer to the privacy policies, terms and conditions of the relevant site. We may also establish groups on WhatsApp to help members to contact other members, but it is for members to join each group and provide relevant contact details.

How we protect your personal information

Your personal information is accessed by duly authorised club officers only for the purposes set out above. It is stored by our club in an online membership database as part of the club website. Members can access and amend their personal data at any time, but only after logging in to the club website.

Where necessary, personal data are transferred to third-party suppliers by emailing a password-protected document.

Non-members' personal information

Non-members may provide their personal information to the club for various purposes, including:

- For contact purposes, when using the website contact form.
- For addition to a regional mailing list, for example for receiving information about events of interest such as regional lectures.
- When applying for a Development Award.

When using a contact form, your email address is passed to the recipient of the form. Your email address will be used to respond to your query, and not for any other purpose.

When applying for a Development Award, your personal information is used to help us with the early administration of your application. To receive an Award, you need to become a member of the Eagle Ski Club.

How long we keep your personal information

We only keep your personal information for as long as is necessary to provide you with membership services. Unless you ask us not to, we will review and delete your personal information where you have not renewed your membership with us for one year.

You have a right to:

- Change your communication preferences or restrict the processing of your personal data for specific purposes.
- Request that we correct your personal data if you believe it is inaccurate or incomplete.

- Request that we delete your personal information – there are some exceptions to your right to have your personal information erased.
- Access the personal data that we hold about you through a “subject access request”.

Changing your preferences

If you would like to change your privacy or communication preferences, you can do this by following these steps:

- Log into your online membership account through our website at www.eagleskiclub.org.uk
- Click on “edit” in your personal profile.
- Scroll down to “share contact details with other members” and unclick or click on the box depending on your preference.
- You can also change your contact settings and newsletter subscription under “edit”.

If you have any queries about the data we hold on you or about our privacy notice, this is how you can get in touch:

- Email the Membership Secretary at membership@eagleskiclub.org.uk.
- If you are dissatisfied with our response, you should look at our [Dispute Resolution Process](#) and follow the steps set out in that document.
- You can also discuss your concerns with the Club President at president@eagleskiclub.org.uk.

You also have a right to raise a complaint with the [Information Commissioner’s Office](#).

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