

--	--	--

## GREAT GLEN WALKING CLUB

### INVERNESS

#### Privacy Policy Document

#### **What we need from You**

When you register as a member of the Great Glen Walking Club or renew your membership we will require, some or all of the following personal information

Name, Address, Email, Telephone No.

Safety and emergency details: emergency telephone contact if out on a walk.

**Why:** We need to collect personal information, so that we can, manage our membership.

Providing you with information about club activities, general meetings and other relevant club matters.

Managing risk and safety when you attend walks

#### **Who we share this information with.**

Great Glen Committee Members.

Your personal information will not be disclosed to any other third party without your express permission

#### **How we protect your information**

Only the Club Secretary has all your information which is on paper and electronically and password protected. It is deleted after one year unless you renew your membership in which case it is retained

--	--	--

--	--	--

Committee members have your name, address, phone No.

You have a right to change your communication details, or request that we correct your data if you feel it is inaccurate or incomplete, by contacting the secretary by email or phone.

Photos: On our web site we have a photo gallery, your photo will only go on if you consent.

Walk leaders consent for name and contact details to be shown on programme

--	--	--