



# MEMBERSHIP FORM

PLEASE COMPLETE ALL DETAILS IN BLOCK  
CAPITALS & RETURN WITH YOUR SUBSCRIPTION  
TO: GARSTANG RUNNING CLUB, MEMBERSHIP  
SECRETARY

Welcome to Garstang Running Club. We are an athletic/ running club open to athletes of any ability from  
16 years of age.

## SECTION A: ATHLETE DETAILS

<b>First Name</b>		<b>Surname</b>	
<b>Address</b>			
	<b>Postcode</b>		
<b>Telephone</b>		<b>Mobile Number</b>	
<b>Date of Birth</b> <small>(DD/MM/YY)</small>		<b>Email Address*</b> <small>(See note below)</small>	
<b>County of Birth</b>		<b>Preferred Events</b>	

*\*Please note: This is a required field, so England Athletics can invite you to access your MyAthletics portal to complete the registration process with them. England Athletics will not market to you without your express consent.*

## SECTION B: PARENT/CARER DETAILS

If you are under 18 years of age, please ask your parent/carer to complete the following section.

<b>First Name</b>		<b>Surname</b>	
<b>Address</b>			
	<b>Postcode</b>		
<b>Telephone</b>		<b>Mobile Number</b>	
<b>Email Address*</b> <small>(See note below)</small>			

*\*Please note: This is a required field, so England Athletics can invite you to access your MyAthletics portal to complete the registration process with them. England Athletics will not market to you without your express consent.*

## SECTION C: ADDITIONAL SUPPORT

Please detail below any disability you have and/or any additional support you may require from our club coaches

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## SECTION D: MEDICAL INFORMATION

Please detail below any important medical information that our coaches should be aware of (e.g. 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 special category personal data provided in section C and D to be shared with coaches 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 E: EMERGENCY CONTACT DETAILS

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

Emergency Contact one name:	
Emergency Contact one number:	
Emergency Contact two name:	
Emergency Contact two number:	

## SECTION F: PHOTOGRAPHY & VIDEO CONSENT (THOSE AGED 18 OR UNDER)

Garstang Running Club recognises the need to ensure the welfare and safety of all young people in athletics.

In accordance with the UK Athletics child protection policy and procedures, we will not permit photographs, video or other images of children/young people to be taken without the consent of the parents/carers and children/young people.

The Club will take all possible steps to ensure these images are used solely for the purposes they are intended. If you become aware that these images are being used inappropriately you should inform the Club Welfare Officer immediately.

I, (INSERT NAME) .....(parent/carer)  
consent to (Garstang Running Club or a photographer appointed by Club) photographing or videoing my child's involvement in athletics for the period shown on this form for the purposes of publicising and promoting the club or sport, or as a coaching aid

Signature	
Print Name	
Date:	

## SECTION G: CLUB PRIVACY STATEMENT & COMMUNICATION PREFERENCES

Garstang Running Club takes 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 the full privacy notice carefully to see how the Club 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.

In addition to receiving general club communications please let us know how else you would like to hear from us:

I would like to receive Information via email from the Club about specially selected products and services available from commercial sponsors and partners

In addition to email I am happy to receive communications via:

SMS

Post

## SECTION H: DATA SHARING WITH ENGLAND ATHLETICS

When you become a member of or renew your membership with Garstang Running Club 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 a valid email address is given, 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](mailto:dataprotection@englandathletics.org).

## SECTION I: ATHLETE/PARENT 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 code of conduct for athletes [and parents]

Signature	
Print Name	
Date	

We look forward to welcoming you and your family to the club in the near future. To find out all the latest club information, please visit our website [www.garstangrc.co.uk](http://www.garstangrc.co.uk)

# Garstang Running Club

## Privacy Notice

Garstang Running **Club** (GRC) is committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership, GRC 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 at an event or online, or by corresponding with us by phone, e-mail or otherwise. This includes information you provide when you register with the Club, or participate in discussion boards on our website. The information you give us may include your name, date of birth, address, e-mail address, phone number, name of the England Athletics (EA) affiliated Clubs with which you are registered and gender (Athletics Data).

### 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 information 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:

### 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.

### For funding and reporting purposes

- analysing anonymised data to monitor club trends; and
- sending an annual club survey to improve your experience as a club member

### 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;
- club newsletter promoting club activity; and
- publishing of race and competition results

### Marketing and communications

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

### Publicity

- preparing and publishing publicity articles for the media (e.g. local newspapers);
- publishing of anonymised photographs of club members and race competitors;
- publicising future club races

On occasion we may collect personal data from non-members (e.g. such as any non-member participant entering a GRC race, filling in a form at a taster event or joining the Couch to 5K programme.) This information will be stored for 12 months after an event and then 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 the following social media pages: Facebook. All members are free to join these pages. If you join one of the Social Media pages, please note that provider of the 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 also 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](mailto: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. Athlete data is updated every year on annual membership forms. Any personal data we hold on you will be securely destroyed after four years of inactivity on that member's account, in line with England Athletics Limited's retention policy. 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. GRC will respond to requests from data subjects to remove, amend or access data within a calendar month.

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.