

Banstead Downs Lawn Tennis Club (BDLTC) – Privacy Statement

The personal details you provide us will be used by BDLTC solely for the purpose of communicating with you about tennis club activities and for the purpose of maintaining your Club membership. The information is collected and held by BDLTC as we have a 'Legitimate Interest', as defined in the General Data Protection Regulation, for using this data. The information will be held securely by a restricted number of our Club officers on their computer, or as a paper record. The information may be shared with RJ Tennis, who carry out tennis coaching of our members; it will not be shared with other external third parties. We will destroy this data two years after your Club membership ceases.

Access to your personal information and correction

You have the right to request a copy of the information we hold about you. If you would like a copy of some or all of your personal information, please email or write to Fiona Spilsbury, Secretary, Banstead Downs LTC at:

Email: secretary.bdltc@gmail.com

Postal Address: BDLTC, Basing Road, Banstead, SM7 2AH

We want to make sure your personal information is accurate and up to date. You may ask us to correct or remove information you think is inaccurate.

Appendix 5 – Personal Data Breach Procedure

Where something happens to affect the confidentiality, integrity or availability of personal data, the Club will immediately assess whether a personal data breach has occurred. If a data breach is likely to put at risk any individual's rights and freedoms, the Club will notify the ICO as well as inform the individual(s) using the contact details it holds on record. It will also take appropriate steps to mitigate any possible adverse effects and deal with the breach.

May 2026