



# **PARTICIPANT PRIVACY NOTICE**

YORKSHIRE CRICKET

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Prepared by	Director of People and Culture
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Related policies / documents	Data Protection Policy Code of Conduct

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## 1. PRELIMINARY

### 1.1 Purpose

Yorkshire Cricket is committed to respecting and protecting your privacy. The Participant Privacy Notice (the **notice**) explains how we may use Personal Data we collect from you, or that you provide to us, in connection to your participation in Yorkshire Cricket matches, schemes and programmes.

### 1.2 Objectives

This notice seeks to ensure you have the assurance and clarity that Yorkshire Cricket Processes your data lawfully, fairly and in a transparent manner.

### 1.3 Scope

Yorkshire Cricket manages and facilitates the operation of community, performance pathway and recreational cricket. In doing so, Yorkshire Cricket may need to process your personal data in order to facilitate matches, schemes, programmes and other events to ensure these are run in an organised manner and to ensure the safety and security of all participants who engage with Yorkshire Cricket.

These events may be run solely by Yorkshire Cricket, or in collaboration with the England and Wales Cricket Board (**ECB**), Chance to Shine, The Lord's Taverners and other such recognised bodies. Events could take place through the Performance Pathways, community and youth initiatives through the Yorkshire Cricket Foundation or recreational cricket through your local club through the cricket season.

As such, this notice applies to umpires, coaches, groundsman, scorers, players, administrators at local cricket clubs, participants, including volunteers, children and their families, who may participate in our matches, schemes and programmes.

We have a separate privacy notice that applies to customers who purchase tickets, merchandise or other goods or services from Yorkshire Cricket. You can view that privacy notice here <https://yorkshireccc.com/club/club-information/privacy-policy/>. Where this privacy notice refers to 'players' that is a reference to recreational players. We maintain a separate privacy notice for professional players and other Yorkshire Cricket employees, workers, players, contractors, volunteers, non-executive directors, trustees that is provided directly to those individuals.

For the purposes of data protection, the Controller relevant to this notice could be either Yorkshire County Cricket Club, Yorkshire Cricket Foundation or Yorkshire Cricket Board (together, **Yorkshire Cricket**) depending on the processing activity for which we are Processing your Personal Data. If you would like to find out more then please contact us **12. Contacting Us**.

This notice does not form part of any contract to provide services or otherwise between you and Yorkshire Cricket.

## 2. DEFINITIONS

Personal Data	means any information relating to an identified or identifiable natural person;
Processing (or Process)	means any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organisation,

	structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction;
Special Categories of Personal Data	means Personal Data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and the Processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person's sex life or sexual orientation;
UK GDPR	means the EU General Data Protection Regulation 2016/679, as transposed into United Kingdom national law by operation of section 3 of the European Union (Withdrawal) Act 2018 and as amended by the Data Protection, Privacy and Electronic Communications (Amendments etc.) (EU Exit) Regulations 2019; and
Yorkshire Cricket	for the purposes of this notice, Yorkshire Cricket refers to Yorkshire County Cricket Club, Yorkshire Cricket Foundation, Northern Diamonds, Northern Superchargers and Yorkshire Cricket Board.

### 3. WHAT INFORMATION DOES YORKSHIRE CRICKET COLLECT?

You provide us with Personal Data when you participate in Yorkshire Cricket programmes. In addition, when you use our website, certain Personal Data may be collected automatically.

When you or someone in your care is participating in matches, schemes or programmes being operated by us, we may need to obtain more sensitive Personal Data – known as Special Categories of Personal Data - such as health or medical data about such individuals to ensure we can assist, where needed, in a medical emergency. Such medical information is treated with a higher level of security in our organisation and will only be requested where it is necessary to protect the health and safety of individuals under our supervision.

### 4. WHERE WE COLLECT YOUR INFORMATION

We typically collect Personal Data about participants through your choice to register yourself or a family member to take part in any of our matches, schemes or programmes, by either registering in person or online. As referenced above, we may also collect certain technical information through your use of our website.

We may sometimes collect additional information from third party sources such as the ECB (<https://www.ecb.co.uk/>). ECB in their role as the national governing body for cricket may share information with us in relation to umpires, coaches and other individuals who are needed to facilitate matches, schemes and programmes we operate, or where these individuals participate in coaching courses we run in partnership with the ECB. This information is used by us in order to ensure that we can organise sporting, youth and community events in our role as the governing body for cricket in Yorkshire.

The ECB may also share data with us in relation to individuals who participate in All Stars and Dynamos programmes so that Yorkshire Cricket is able to assist with the facilitation of these programmes at a local level.

Yorkshire Cricket may also collect data from the ECB's Play Cricket platform if you have chosen to register and upload your data to that platform. The Play Cricket privacy notice is available at: <https://www.play-cricket.com/privacy>

Personal Data will be stored in a range of different places, including in our participant databases and in other IT systems, including the email system where your customer support query may need specific attention from one of our staff.

## **5. WHY DOES YORKSHIRE CRICKET PROCESS PERSONAL DATA?**

The table below describes the main purposes for which we Process your Personal Data, the categories of your information involved and our lawful basis for being able to do this.

<b><i>Purpose</i></b>	<b><i>Personal Data used</i></b>	<b><i>Lawful basis</i></b>
<p><b>Registering as a player, match or club official or participant with us</b></p> <p>Information you provide when you register to use or register on behalf of someone else, (for example a child) to participate in matches, schemes and programmes in your capacity as a recreational player, match or club official or volunteer. We will also collect information about you if you register as a volunteer to help us provide our services. We may collect information about you when you report a problem with our website or services.</p>	<p>The information you give us may include your name, contact information, role, date of birth, gender, and also the above information in relation to any persons on who you are registering on their behalf.</p>	<p>We will process this data so we can deal with your registration, or other communications or applications, or to address your query or concern.</p> <p>We process this data as we have a <b>legitimate interest</b> to ensure the proper administration of your registration in relation to your participation with Yorkshire Cricket and, except where you have entered into a contract with us, in which case processing this data will be <b>necessary to perform our contract with you</b>.</p>
<p><b>Administration of matches, local leagues, schemes and programmes</b></p> <p>Information provided when you participate as a player, match official or volunteer will be collected and stored in relation to the role you play in specific matches, leagues or other schemes so that Yorkshire Cricket has a record, as the relevant governing body</p>	<p>The information you give us may include your name, the club and league you participate in and any match data generated from that participation</p>	<p>We will process this data so that we have a record of who participates in which matches, schemes and programmes under our jurisdiction as the responsible governing body of cricket in Yorkshire</p> <p>We process this data as we have a <b>legitimate interest to ensure</b> the proper administration of matches, schemes and programmes relating to cricket for which we are the responsible governing body</p>
<p><b>Communications with us</b></p> <p>If you communicate with us, we may process the information contained in your communication. There may also be circumstances where we contact you in relation to the</p>	<p>This information may include your name and contact information, the content of your communication and any metadata our website generates where you communicate with us using the contact form available on our website.</p>	<p>We will process that information so we can correspond with you and keep records of such correspondence.</p> <p>We have a <b>legitimate interest</b> in processing this data to ensure we have a record of communication</p>

administration of matches, local leagues, schemes and programmes.		with you as a participant with us to ensure the proper administration of our business.
<p><b>Notifying you with news and marketing updates</b></p> <p>Where you subscribe to receive our newsletters and email updates, we will process your data so that we can send email updates and / or newsletters to you.</p>	This information may include your name, email address and contact preferences.	<p>The lawful basis for us to process data relating to our marketing activities is <b>consent</b>.</p> <p>We also have a <b>legitimate interest</b> provide you with service updates in relation to products (e.g. memberships) or specific events you have purchased tickets to ensure you are provided with up to date information about your purchases.</p>
<p><b>Coach development, education and training</b></p> <p>Where you apply to and attend any of our coaching development and education courses or the 'Safe Hands' safeguarding training, run in partnership with the ECB, we will process your data as part of the registration and payment process for each course and to issue any certificates or qualifications once a course is complete</p>	This information may include your name, postal address, email address, social media account ID, credit or debit card number, interests, and occupation	We process this data as we have a <b>legitimate interest</b> to ensure the proper administration of your coaching course with Yorkshire Cricket and, except where you have entered into a contract with us, in which case processing this data will be <b>necessary to perform our contract with you</b> .
<b>Special Categories of Personal Data or criminal records</b>		
<p><b>Collection of medical information and pastoral notes (where necessary)</b></p> <p>Where you or someone in your care is participating in matches, schemes or programmes being operated by us, we will need to obtain certain medical information about such individuals to ensure we can assist them with any medical emergency.</p> <p>When we ask you to supply this information we will explain to you what information we need, why we need that</p>	We may collect certain medical and health related data	<p>Where medical information is processed in the context of a medical emergency, its processing will be necessary to protect the <b>vital interests</b> of a data subject.</p> <p>Otherwise, medical information is processed as <b>necessary for the purposes of preventative or occupational medicine or the provision of health care or treatment</b>.</p>



<p>information and how it will be used. Such medical information is treated with a higher level of security in our organisation and will only be requested where it is necessary to protect the health and safety of individuals under our supervision.</p>		
<p><b>Undertaking a Disclosure and Barring Service (DBS) check</b></p> <p>Where you are a volunteer who has registered with us, we may carry out certain checks on you to ensure you are able to act as a volunteer. Such checks may include checks through the DBS.</p>	<p>In the course of undertaking a DBS check on you, it may be disclosed to us whether you have a criminal record and if so, your conviction history.</p>	<p>There is a substantial public interest in ensuring that Yorkshire Cricket <b>prevents unlawful acts</b> in relation to vulnerable individuals who take part in events that we organise.</p>
<p><b>To conduct voluntary participant engagement surveys</b></p> <p>Surveys undertaken to review and better understand participant experience. In some cases, we may publish the results of these studies on our websites in an anonymous and aggregated form.</p>	<p>In participating with surveys conducted by us, you may voluntarily provide your name and contact information; ethnic origin; age, gender, sexual orientation; religion; disability</p>	<p>Where not legally required, this processing is necessary for the public interest of ensuring equality of opportunity or treatment between people of different racial or ethnic origins, holding different religious or philosophical beliefs, people with different states of physical or mental health or people of different sexual orientation with a view to enabling such equality to be promoted or maintained throughout Yorkshire Cricket.</p>
<p><b>To comply with regulatory and safeguarding obligations</b></p> <p>We may process your data if we need to do so in order to comply with our legal and/or regulatory obligations. This may include sharing information about children at risk of harm for the purposes of safeguarding.</p>	<p>This information may include your name, contact information and outcome of DBS check.</p> <p>Where we need to share information to ensure the safeguarding of children at risk, this may include the name, address and other contact details (if known) and any health data related to that child</p>	<p>The lawful basis relied for this purpose will be processing where necessary for <b>compliance with a legal obligation</b>.</p> <p>To keep children safe, information may need to be processed appropriately in the public interest to ensure the safeguarding of children at risk so that decisions can be made to protect them, where necessary.</p>

## 6. WHO HAS ACCESS TO DATA?

We may share your Personal Data with the following parties:

- we may need to share your personal information between members within the Yorkshire Cricket group (i.e. Yorkshire County Cricket Club, Yorkshire Cricket Foundation and Yorkshire Cricket Board) where this is necessary for the purposes set out in this notice;
- internally within Yorkshire Cricket for the purpose of providing a service to you, including safeguarding officers and external case management system providers if access to the Personal Data is necessary for the performance of their roles;
- other cricket associations and bodies (e.g. ECB, Chance to Shine, The Lord's Taverners and other such recognised bodies) so that we may facilitate the provision of cricket matches, schemes and programmes, where this processing is necessary as part of the organisation and administration of these events;
- analytics and search engine providers that assist us in the improvement and optimisation of our website; and
- if we are under a duty to disclose or share your personal data in order to comply with any legal obligation, or in order to enforce any legal agreement we have with you; or to protect our rights or property, or the safety of us, our customers, or others. This includes exchanging information with other companies and organisations for the purposes of fraud protection and credit risk reduction as well as addressing any safeguarding concerns.

### 6.1 Transferring Your Data Internationally

The Personal Data we collect may be transferred to and stored in countries outside of the UK and the European Union. Some of these jurisdictions require different levels of protection in respect of Personal Data and, in certain instances, the laws in those countries may be less protective than the jurisdiction you are typically resident in. We will take all reasonable steps to ensure that your Personal Data is only used in accordance with this Privacy Notice and applicable data protection laws and is respected and kept secure. We will only transfer such personal data to third parties where we have carried out due diligence on such third parties to ensure they will protect your personal data and only where we have appropriate safeguards in place, as required under UK GDPR. You have a right to request a copy of these safeguards.

All information you provide to us is stored on our secure servers. Any payment transactions will be encrypted using SSL technology. Where we have given you (or where you have chosen) a password which enables you to access certain parts of our site, you are responsible for keeping this password confidential. We ask you not to share a password with anyone.

Unfortunately, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, and we will maintain appropriate technical and organisation measures to protect your personal data, we cannot guarantee the security of your data transmitted to our website; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access.

For further details please contact us by using the details set out at **12. Contacting Us**.

## 7. HOW LONG WE KEEP PERSONAL INFORMATION FOR

We will only retain your personal information for as long as necessary to fulfil the purposes for which we collected it which will include satisfying any legal, accounting, or reporting requirements. Any personal data that we process will be deleted from our systems once we have completed the purpose for which we were processing the personal data. In some cases, the purpose for which we are processing your personal data will last for a considerable period (for example, if you are a long term customer of ours, we will need to store your data until our relationship with you comes to an end).

To determine the appropriate retention period for personal data, we consider the amount, nature, and sensitivity of the personal data, the potential risk of harm from unauthorised use or disclosure of your personal data, the purposes for which we process your personal data and whether we can achieve those purposes through other means, and the applicable legal requirements. We will take into consideration a number of factors such as your relationship with us, your engagement with us, and the fulfilment of contracts we have with you.

We may need to retain your personal data where this is necessary to comply with our legal or regulatory obligations, or to protect the vital interest or the vital interests of another natural person.

## 8. YOUR RIGHTS IN RELATION TO PERSONAL DATA

You have the following rights in relation to your Personal Data:

- Access and obtain a copy of your Personal Data on request;
- Require Yorkshire Cricket to change incorrect or incomplete Personal Data;
- Require Yorkshire Cricket to delete or stop of Processing your Personal Data, for example where the Personal Data is no longer necessary for the purposes of Processing;
- Object to the Processing of your Personal Data where Yorkshire Cricket is relying on its legitimate interests as the legal ground for Processing;
- Require Yorkshire Cricket to restrict Processing of your Personal Data, where certain requirements are met;
- Require Yorkshire Cricket to delete your Personal Data, where certain requirements are met;
- Request Yorkshire Cricket to transfer elements of your Personal Data either to you or another service provider ('right to data portability'), where certain conditions apply.

If you would like to exercise any of these rights, please contact the Data Protection Officer using the details set out at **12. Contacting Us**.

If you believe we have not complied with your data protection rights, you can complain to the Information Commissioner by writing to Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF, or online at [www.ico.org.uk](http://www.ico.org.uk).

However, we are here to help and encourage you to contact us to resolve your complaint first.

## 9. WHAT IF YOU DO NOT PROVIDE PERSONAL DATA?

Where we process your data because it is necessary to fulfil a contract that we are entering into with you, the consequence of not providing the Personal Data required is that we will not be able to conclude the relevant contract.

## **10. AUTOMATED DECISION-MAKING**

Yorkshire Cricket will not make decisions about you based solely on automated decision-making in connection with the purposes set out this Privacy Notice.

## **11. CHANGES TO THIS NOTICE**

We may update this Privacy Notice from time to time. When we change this notice in a material way, we will update the version date at the bottom of this page.

## **12. CONTACTING US**

In the event of any query or complaint in connection with the information we hold about you, please email Yorkshire Cricket Data Protection Officer at [data@yorkshireccc.com](mailto:data@yorkshireccc.com), or write to us at Headingley Cricket Ground, Kirkstall Lane, Headingley LS6 3DP