



# **Team Shoe-Box Privacy Policy**

# 1. Privacy Statement

Team Shoe-Box greatly respects your privacy. As a result, we take the task of protecting your personal data, such as name, date of birth, address, email address, telephone number, etc. very seriously and in accordance with the General Data Protection Regulation and Data Protection Act.

The principles require data to be: fairly and lawfully processed; accurate and kept up to date; adequate; relevant and not excessive; kept no longer than necessary; processed in accordance with the rights of data subjects; held securely; and not transferred to countries without adequate protection. We will observe the principles of data avoidance and data minimisation. That means we will collect, process and use as little data as possible.

The personal information which you provide through the Team Shoe-Box website and PlayWaze is collected, stored and processed by Team Shoe-Box.

Team Shoe-Box is committed to ensuring the privacy of your information. We understand that the privacy of your information is very important to you. We are careful about the information we ask you to provide and only use your information to process membership related tasks.

We have set out below details of the information we will collect about you, how we ensure the security of your information and how we will use your information.

#### 2. Personal Data and content

We will collect, process and use your personal data only if this is necessary for substantiating, implementing or terminating a contractual customer relationship or similar. In the remainder of cases, we will only collect, process and use your personal data following your prior consent. Your personal data will only be used for the purpose and to the extent to which you have consented. For example, we will only inform you of our products and services once your consent has been received.

You can withdraw your consent with immediate effect at any time. On receipt of your withdrawal request, your data will be deleted unless you have an active membership with us. Requesting the withdrawal of your data should be sent to the following email address: **info.teamshoebox@gmail.com**.

# 3. Automatically Generated Data

Whilst using our website or the PlayWaze app, personal data may be automatically processed. Typically, this relates to the name of your internet provider, your IP address, the browser you are using, your operating system, the web pages you visited on our website and the website from which you accessed our website. In all the above mentioned cases, the processing of such data is carried out anonymously, that is to say it is impossible to assign and therefore identify any individual person from this data.

#### 4. Cookies

A cookie is a small data file that certain web sites write to your hard drive when you visit them. The only personal information a cookie can obtain is information a user supplies him or herself. A cookie cannot read data from your hard disk or read cookie files created by other sites. Cookies, however, enhance our website performance in a number of ways, including providing a secure way for us to verify your identity during your visit to our website and personalising your experience on our site, making it more convenient for you.

This website uses cookies so that we can serve you better. This site uses visitor tracking software that will use cookies to track information about how visitors come.

Should you wish to do so, you can refuse cookies by disabling them in your web browser's settings, and you do not need to have cookies turned on to successfully use our service. Most browsers are defaulted to accept and maintain cookies and you can set your browser to notify you when you receive a cookie, giving you the chance to decide whether to accept it or not. Please consult the support documentation for your web browser, which can be found online, for more information.

#### 5. How we store your personal information

Your personal information is used to enable Team Shoe-Box to: contact you, administer your account, verify your identity, deal with queries, process orders and to help provide the best possible service to our members. The website stores your data on a trusted third-party system. Team Shoe-Box may also use your information to provide information about offers, products and services available at Team Shoe-Box, as well as to inform statistical insight for external funding applications. Team Shoe-Box will make no further use of your information.

The Team Shoe-Box website adheres to strict security procedures in the storage and disclosure of information, which you have given us, to prevent, unauthorised access or improper use. For members of Team Shoe-Box, your data is stored on a secured server which is password protected so that no data is left in its paper form on the premises. Our security procedures mean that we may occasionally request proof of identity before we are able to disclose sensitive information to you. We have a strict internal policy, which members of staff must comply with as a condition of employment and no external access to the system is permitted.

# 6. You have a right to access the information that Team Shoe-Box holds about you

You can request a copy of the personal information held by us and have any inaccuracies corrected. We will request proof of identity before processing such a request. Please make any requests for information to Team Shoe-Box at the address below. We will delete your personal data when the relevant legal data protection regulations call for this. For instance, we will delete the data collected for a competition if you have not consented to your data being collected, processed and used for any other purpose. In cases of consent being given, we will delete your data following the retraction of your approval or the discontinuation of the purpose of your consent.

If requested, we will totally block or partially block your personal data. With regards to this arrangement, you are to inform us of the extent and the duration that this should be carried out for. If this is technically possible, you will be able to exclude your data from being processed and used for certain purposes.

#### 7. Children

The collection of personal data relating to persons under the age of 6 years is not within our interests. Should it come to our attention that such data has been passed to us without the approval of the parents or legal guardian, this data will be deleted immediately. Thereby we are reliant on the parents or legal guardians providing us with the appropriate information.

# 8. Updating your personal information

You are able to change the details you gave us when registering by visiting the PlayWaze app. You can change your name, phone number, email address, password and other details.

# 9. Third Party Access to your Personal Data

Team Shoe-Box will not disclose your information to any third parties if you have requested not to. We may pass on some general statistical information about our customers to reputable third parties, including England Boxing and the British Boxing Board of Control, but these details will not include any personally identifying information. We may also disclose information about you if required to do so by law.

# 10. **Changes to the Privacy Policy**

We keep this Data Protection Notice constantly up-to-date. As a result, it may be necessary to adapt this Data Protection Notice to accommodate any factual or legal changes to the basic conditions. By using our website, you have accepted these adaptations.

# 11. Contact

If you have any queries or concerns about the privacy of your information, please contact Team Shoe-Box, Unit 4 Pan Freight Depot, Harlestone Road, Northampton, NN5 6NU.

#### 12. **Advice**

You are more than welcome to contact us at any time should you have questions relating to the collection, processing and utilisation of your personal data. We will also gladly provide you with general information regarding data protection. For this purpose, please contact us using the following email address: info.teamshoe-box@gmail.com.