



Privacy & Data Protection Statement

The FRA is an association of flatwater racing canoe clubs which exist to coordinate racing competition series which they host and participate in (currently Barking & Dagenham CC, Bishops Stortford CC, Cambridge CC, Chelmsford CC, Herts Young Mariners COPS, Leaside CC, and Leighton Buzzard CC). This document explains what information the FRA gathers and why, how you can find out what we hold about you, and how you can object. The FRA is both a Data Controller of data supplied directly to the FRA and a Data Processor of information gathered by Team Leaders with respect to their team members.

Much of what we hold is specifically for the purpose of publication, in particular race results, reports and photos. Everything else is held with every possible care to your privacy.

If you have any issues arising from FRA's use of your data, please contact the Secretary Secretary@FlatwaterRacing.org.uk

1 MAILING LIST

1.1 WHAT WE HOLD

The FRA operates a mailing list through MailChimp. You can subscribe on our website by entering your email address and (optionally) name in the form on the FRA website. Alternatively the Secretary can add (or amend) email addresses in response to a written request.

1.2 WHY WE HOLD IT

Your specific consent is required to be added to mailing list. It will enable you to receive FRA news, such as upcoming FRA events, results and race reports, and for no other purpose.

1.3 WHO WE WILL SHARE YOUR DATA WITH

The addresses on the mailing list will not be shared, other than with MailChimp. (See section 9)

1.4 HOW LONG WE WILL KEEP YOUR DATA

The address will stay on the mailing list until you unsubscribe which can be done at will, either by using the unsubscribe facility on each email or by requesting the FRA Secretary to delete the address.

2 TEAM COMPETITORS

2.1 WHAT WE HOLD

For competitors at events, we record age class, gender and whether you are racing as PaddleAbility. In order to ensure that you are entered in the correct class, we may also ask for age or year of birth, but this information is not published. We also ask for Hasler ranking in order to determine eligibility for Dick Grieve points and whether PFDs are a requirement. For competitors in the Summer Sprint Series will also ask for an initial estimate of likely 500m time in order to ensure that you are placed in a suitable competitive grouping at your first regatta of the season, but this information is not published.

This race entry information will generally be obtained by the FRA from your club's Team Leader. You should be informed of this in advance by your club that they will do this and the information should be collected according to the procedures detailed in your own club's Privacy Statement.

2.2 WHY WE HOLD IT

The primary purpose of the FRA is the coordination of a Winter and Summer race Series amongst the associated clubs. FRA have a legitimate interest in gathering enough information to ensure a safe and fair event, to accurately determine the winners, and to maintain a record the results of the races.

2.3 WHO WE WILL SHARE YOUR DATA WITH

The race results and series results will be published at the event and afterwards on the FRA website, social media, FRA newsletter and canoeing press.

2.4 HOW LONG WE WILL KEEP YOUR DATA

Race results and series results will be archived as a permanent record of athletic achievement. We will endeavour to retain the raw data files from which they were generated for as long as technology allows in order to be able to regenerate the online files in the event that we are ever legally obliged to correct or erase an individual's details.

3 COMPETITORS NOT PART OF A BC-AFFILIATED CLUB TEAM

3.1 WHAT WE HOLD

In addition to everything in Section 2 above, if you are competing other than as part of a team from a BC-affiliated club, you will be asked to either provide evidence of your British Canoeing (BC) number and expiry date. Where this is not the case, you will need to take out BC Event Insurance using a standard form provided by BC which includes age and postal address.

3.2 WHY WE HOLD IT

FRA have a legitimate interest in ensuring that every competitor is covered by public liability insurance, and this will be a pre-condition of the staging of the event imposed on the host club by the relevant river authority or determined by the internal policies of the host club.

3.3 WHO WE WILL SHARE YOUR DATA WITH

One of the ways that independent competitors can send us their entry details is via a contact form on our website which is operated by Weebly (see section 9). BC Event Insurance forms will be transmitted to BC immediately after the race.

3.4 HOW LONG WE WILL KEEP YOUR DATA

Details of BC membership will be deleted at the end of the series. BC Event Insurance forms will be deleted after BC have acknowledged safe receipt of the form or at the conclusion of the series, whichever is sooner.

3.5 INDEPENDENT COMPETITORS NOT PART OF A TEAM

If you are competing but are not a member of a team, you will effectively be your own Team Leader (unless you are under 18, in which case their parent or guardian must act your Team Leader). For data collected about Team Leaders, see section 4 below.

4 COMMITTEE, RACE ORGANISERS, TEAM LEADERS

4.1 WHAT WE HOLD

The FRA Secretary holds the basic contact details (email addresses and in some cases phone numbers and postal addresses) of the members of the **FRA Committee Members**, **Race Organisers** of FRA events, and **Team Leaders** of clubs participating in FRA events

4.2 WHY WE HOLD IT

FRA have a legitimate interest in facilitating communication between our **Committee Members** for their effective operation as a committee. FRA have a legitimate interest in communicating with **Race Organisers** prior to their event in order to ensure that all the information participants will require for a safe and effective event is available on the website. FRA have a legitimate interest in communicating with **Team Leaders** throughout the duration of the series so that they can submit their team details in a planned, orderly and accurate manner in good time before the day of the race.

4.3 WHO WE WILL SHARE YOUR DATA WITH

The email addresses for **Committee Members** will be shared amongst the Committee. The email addresses and/or phone numbers of the **Race Organisers** will be published on the website and through the mailing list, to act a point of contact for competitors/Team Leaders.

With their consent, **Committee Officers** and **Race Organisers** can optionally be provided with an alias email address with a @FlatwaterRacing.org.uk domain to avoid having to publicise their personal address – this entails supplying their personal email address to our domain service provider.

One of the ways that **Team Leaders** can register their details is via a contact form on our website which is operated by Weebly (see section 9).

Team Leaders' contact details may be shared with Race Organisers as and when the Race Organisers require them in order to deal with any matters concerning their team at the RO's event.

4.4 HOW LONG WE WILL KEEP YOUR DATA

Details of Committee Members will be held for as long as they remain in post. Most Race Organisers and Team Leaders continue in their role from one race season to the next; so their details will be kept on record until the FRA is informed that they are no longer in the role, or for a year after the last event attended (whichever is the sooner).

5 TROPHY HOLDERS

5.1 WHAT WE HOLD

The FRA Secretary will require your basic contact details (email address, phone number and postal address) if you do not belong to one of the associated FRA clubs but wish to take home a perpetual trophy belonging to the FRA which has been awarded to you.

5.2 WHY WE HOLD IT

FRA have a legitimate interest in being able to communicate with trophy holders in order to retrieve the trophy in time for the following year's awards.

5.3 WHO WE WILL SHARE YOUR DATA WITH

The contact details will not be shared outside the FRA Committee

5.4 HOW LONG WE WILL KEEP YOUR DATA

The information will be deleted as soon as the trophy has been returned.

6 EVENT PHOTOGRAPHS

The FRA will use photographs taken at FRA events as part of the race reports published on the FRA/club/BC websites and social media, and in the local press for the purpose of its legitimate interest in promoting the Winter and Summer Series, future events, the FRA clubs and the sport in general, and as a matter of historic record.

The FRA and constituent clubs will use your photographs responsibly at all times and respond promptly to any concerns raised.

7 YOUR RIGHTS

Where your personal data has been obtained on the grounds of your explicit consent, you have the right to withdraw that consent at any time by contacting the Secretary of the FRA at secretary@FlatwaterRacing.org.uk or, in the case of the mailing list, by unsubscribing using the link on foot of any email from the mailing list.

Some personal data is held as a legitimate interest because it is necessary in order for the FRA to pursue the purpose for which it exists (race series coordination). After due consideration, we feel that the processing of your data is of benefit to you, would be reasonably expected by anyone taking part in a competition of this type, and does not impinge on your fundamental rights. You have the right to object to this, and can do so by contacting the Secretary of the FRA at secretary@FlatwaterRacing.org.uk

You have the right to request us to declare all the information that we hold about you, for any incorrect information to be corrected and under some circumstances you have the right to require your data to be erased.

8 SECURITY

The FRA will take care to protect your information from accidental loss or unauthorised access. Data is held by the Secretary on a home computer. Phone numbers are also held on a password-protected, encrypted mobile phone. During the course of the event, race data are held on a laptop and memory stick, but this is limited to the competitors' entry data, race performance and awards, ultimately destined for publication. Race data and details of Team Leaders may occasionally be sent between FRA committee members and race organising staff by email.

9 3RD PARTY PROCESSORS & TRANSFERS ABROAD

The FRA does not itself transfer data to outside the UK, except insofar as data is published on the internet.

The FRA will only use 3rd-party processors who undertake to comply with UK data legislation and whose servers are located within the EU, certain EU-approved countries, or where the EU-US Privacy Shield has been adopted. MailChimp and Weebly are both EU-US Privacy Shield certified.

See [MailChimp's privacy policy](#) for information about how they will process your information and cookies that they will use.

Information submitted via the contact forms on the FRA website (general enquiries, and registration forms for Team Leaders and Independent Paddlers) are transmitted to FRA by Weebly, which includes the recording of an IP address. See [Weebly's privacy policy](#).

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