

Privacy Notice

Southall Submission Grappling — Southall

Important: This is a practical UK GDPR / Data Protection Act 2018 template. Because the Club collects health information through its training waiver, the final lawful basis and special-category condition should be confirmed before use. Please consider professional review before publishing.

1. Who we are

Southall Submission Grappling (“we”, “us”, “our” or “the Club”) is responsible for the personal information described in this Privacy Notice.

Address: **11 Montague Way, UB2 5HF**

Telephone: **07713833172**

Email: **indysamuraisquad@gmail.com**

2. What this Privacy Notice covers

This notice explains what personal information we collect, why we use it, the lawful bases we rely on, who we may share it with, how long we keep it, and the rights available to you. It applies to participants, parents or guardians of participants under 18, prospective participants and people who contact the Club.

3. Information we may collect

Identity and contact information: name, date of birth/age, address, telephone number and email address.

Emergency information: emergency contact name, relationship and contact details.

Training and participation information: class attendance, bookings, payments, membership/class history and relevant communications.

Health information: information you provide about injuries, medical conditions, allergies, medication, skin conditions or other information relevant to safe participation. Health information is special category data under UK GDPR and receives additional protection.

Images and video: if we take photographs or video at training or events, identifiable images may be personal data. We will only use identifiable images for promotional purposes where we have an appropriate lawful basis and, where required, consent.

4. How we use your information

We may use personal information to:

- register and administer participants and bookings;
- communicate about classes, timetable changes, cancellations and payments;
- maintain attendance and training records;
- administer emergency contacts and respond to incidents;
- assess information relevant to safe participation;
- comply with legal, insurance, venue and safeguarding requirements;
- deal with complaints, disputes and legal claims;
- maintain website and Club security; and
- send marketing communications where we have a lawful basis to do so.

5. Lawful bases

For ordinary personal information, the lawful basis will depend on the purpose. Where appropriate, we may rely on **contract** where processing is necessary to provide training or administer a booking; **legal obligation** where processing is necessary to comply with a legal requirement; and **legitimate interests** where processing is

necessary for the Club's legitimate activities and those interests are not overridden by your rights and freedoms.

For marketing communications, we will use the lawful basis required by applicable data protection and electronic marketing law. Where consent is used, you can withdraw it at any time.

Health information: health data is special category data. We will only process it where we have both an appropriate Article 6 lawful basis and an Article 9 condition under UK GDPR. Where we rely on **explicit consent** for health information, that consent will be obtained separately and can be withdrawn, subject to any lawful need to retain information already processed.

6. Children and young people

Our classes are available from age 13. Where a participant is under 18, we may collect information from the participant and/or their parent or legal guardian, including emergency and relevant health information. We will use children's information only for appropriate Club purposes such as class administration, safety, safeguarding, emergency response and legal or insurance requirements.

We will not use a child's identifiable photograph or video for promotional purposes merely because they attend a class. Appropriate consent or another lawful basis will be obtained where required.

7. Who we may share information with

We may share relevant information with:

- instructors and authorised Club personnel who need it to administer classes or manage safety;
- the venue or facility where necessary for safety, administration or incident management;
- emergency services, healthcare professionals or other responders where necessary in an emergency;
- insurers, professional advisers or legal advisers where reasonably necessary for insurance, legal or dispute purposes;
- service providers who help us operate bookings, payments, email, website hosting or other Club systems; and
- public authorities where we are legally required or permitted to do so.

We do not sell personal information to third parties.

8. International transfers

If we use a service provider that stores or accesses personal information outside the UK, we will take the steps required by applicable UK data protection law, which may include appropriate transfer safeguards. Details can be provided on request.

9. How long we keep information

We keep personal information only for as long as reasonably necessary for the purpose for which it was collected, taking account of legal, insurance, accounting, safeguarding and dispute-resolution requirements.

As a general approach, booking and contact information is kept while it is needed to administer your relationship with the Club and for a reasonable period afterwards. Health and incident information is kept only for as long as reasonably necessary for safety, insurance, legal and record-keeping purposes. We periodically review information and securely delete or anonymise information that is no longer needed.

Where the law or an insurer requires a longer retention period, we may retain relevant records for that period.

10. How we protect information

We take reasonable technical and organisational measures to protect personal information against unauthorised access, accidental loss, misuse, alteration or disclosure. Access to health information should be limited to people who genuinely need it for the relevant Club purpose.

11. Your data protection rights

Subject to legal exceptions and applicable conditions, you may have the right to be informed; request access; ask us to correct inaccurate information; ask for erasure in certain circumstances; request restriction of processing in certain circumstances; object to certain processing; request portability of certain information; and withdraw consent where we rely on consent.

You also have the right to complain to the UK Information Commissioner's Office (ICO) if you believe your data protection rights have been infringed.

12. How to exercise your rights

Contact us using:

Southall Submission Grappling

11 Montague Way, UB2 5HF

Telephone: 07713833172

Email: indysamuraisquad@gmail.com

We may need to verify your identity before releasing or changing personal information.

13. Cookies and website use

Our website may use cookies or similar technologies. The types of cookies used and the choices available will depend on the website platform and services we use. Where required, we will ask for consent before using non-essential cookies.

14. Photography and social media

We may occasionally take photographs or video during classes or events. We will not assume that attendance is consent to promotional use of identifiable images. Where promotional consent is required, we will obtain it separately and explain how the images will be used.

15. Changes to this Privacy Notice

We may update this Privacy Notice when our activities, systems or legal obligations change. The latest version will be published on our website with its effective date.

16. Contact details

Southall Submission Grappling

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Email: indysamuraisquad@gmail.com

Effective date: 21 September 2026

Implementation note: Before publishing, check that this notice accurately reflects the booking, payment, email, website, photography and other services you actually use. Do not collect more health information than you genuinely need.