

Sutton United Football Club

Privacy Notice

1. Introduction

Sutton United Football Club are committed to protecting the privacy and personal data of all members, students, parents/guardians, and staff involved in the Football Club and Education Programmes.

This Privacy Policy outlines how we collect, use, store, and protect your personal data in accordance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

2. Who We Are Data Controllers:

Sutton United Football Club is the data controller of personal information about you. We are responsible for the personal data that you provide to us. We have strict policies and processes in place to ensure that it remains safe whilst in our possession.

3. What Data We Collect

We may collect, store and process the following personal data:

- **Member/Student Information:** Full name, date of birth, contact details, educational background, emergency contacts, medical information, attendance records, performance data (academic and sporting), images/videos (for promotional and development purposes).
 - **Parent/Guardian Information:** Name, contact details, relationship to student.
 - **Safeguarding Information:** Any disclosures or reports necessary for student welfare.
 - **Academic & Progress Data:** Course attendance, grades, assignments, behaviour reports, and tutor/coach feedback.
 - **Technical Data:** Use of academy systems, portals, and communications.
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4. Why We Collect Your Data

We process personal data to:

- Deliver education and training in line with programme requirements
 - Deliver football coaching, performance analysis, and fixture participation
 - Monitor progress, welfare, and safeguarding
 - Communicate with parents/guardians regarding development and welfare
 - Comply with legal and regulatory obligations (e.g. Ofsted, FA, GDPR)
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5. Legal Basis for Processing

We process personal data under the following lawful basis:

- **Public Task** (education/training)
- **Performance of a contract** (membership)
- **Legal obligation** (e.g. safeguarding, health & safety, education records)
- **Legitimate interests** (e.g. improving programme delivery)
- **Consent** (for marketing and promotional use of images/videos)

Where we are using your consent to process your personal data, you have the right to withdraw that consent at any time.

If you wish to withdraw your consent, please contact academy@suttonunitedfc.co.uk so that your request can be processed.

6. Sharing Your Data

We may share data with:

- BMet Sutton Coldfield College (as co-provider of a programme)
- Football governing bodies (e.g. The FA, league organisers)
- Medical professionals (where necessary)
- External academic or sporting bodies (for further opportunities)
- Regulatory and safeguarding authorities (if required)

We do **not** sell or share your data for commercial purposes.

7. Data Storage and Security

All personal data is stored securely using encrypted systems and is only accessible to authorised staff. Physical records are kept in locked facilities with restricted access.

8. Data Retention

We retain member, student and guardian data only for as long as necessary for the purposes outlined in this policy, typically for a maximum of **6 years** after completion of the programme/membership, unless otherwise legally required.

9. Your Rights

Under the UK GDPR, you have the right to:

- Access the personal data we hold about you (Access)
- Request correction of inaccurate or incomplete data (Rectification)
- Request erasure of records or withdraw consent (Erasure: 'right to be forgotten')
- Object to or restrict processing in certain circumstances (To object)
- Transfer of data from one controller to another (Data Portability)
- Not to be subject to automated decision-making including profiling – the Club does not use automated decision-making

To exercise any of these rights, please contact us using the details below.

10. Contact Us

For any questions regarding this Privacy Notice, to exercise your rights or if you wish to make a complaint please contact:

Harry Tuffield – Data Protection Lead

Email: academy@suttonunitedfc.co.uk Phone: 07591170639

11. Policy Updates

This Privacy Policy may be updated periodically. The latest version will always be available from the Club.

Last updated: 21/10/25