



PRIVACY POLICY

Last updated: 3 October 2025

1.0 Introduction

The website is maintained by Bearcat Running Club ("BRC"). For the purposes of data protection legislation, BRC is the data controller. If your data is shared with England Athletics, BRC and England Athletics become Joint Controllers.

BRC is the owner of bearcatrunningclub.co.uk and we are committed to protecting your privacy and processing your personal data in accordance with the UK General Data Protection Regulation (UK GDPR) (Data Protection Legislation). See 5.2 below for link to the UK Information Commissioner's Office website for information pertaining to applicable law and your rights.

This Policy explains what information we collect about you, why, and how it is used and kept securely. It also explains your privacy choices when using our website as well as your right to access your information under Data Protection Legislation.

2.0 The information we collect about you

As a new or existing club member we collect the following information about you via our online membership form:

- Your name, date of birth, email address, address, telephone number, emergency contact data nominated by you, any disclosure you make of medical information or support needs and (for our leaders and club officials), details of any coaching or officiating licences you hold.
- Collectively, this is referred to as your Personal Data.
- We may collect photographs of you as a participant in club events and training sessions.



3.0 How we use your information

3.1 Information use scenarios

Depending upon the nature of your request to us, we may use your personal information for a number of purposes, including:

- If you email us with an enquiry we use your personal information to:
 - Contact you with a response to your enquiry.
- If you apply for club membership, we use your personal information to:
 - Process your membership request and payments.
 - Share required data with relevant committee members (Club Officials).
 - Provide you with information about club sessions, competitions, activities, membership renewals, social events and key policy or governance changes.
 - Invite you to join the BRC Facebook and other social media groups.
- If you participate in club events (training and/or races) we use your personal information to:
 - Record your race performance (finish time and/or position). See also Photography below.
 - Share relevant data with club coaches or officials to administer training sessions / events.
 - Share anonymised data with a funding partner as condition of grant funding e.g. Local Authority, County Sports Partnership.?
 - Analyse anonymised data to monitor club trends.
- If you participate in club team events we may use your personal information to:
 - Share data with Club Officials to enter events.
 - Share data with competition providers for entry in their events.
 - If you submit an Incident Report Form, we may use your personal information to: Follow-up on possible health and safety or welfare issues.
 - Record (anonymised/statistical) accident data during club activities.



- Event Marketing Communication (where separate consent is provided) we may use your personal information to:
 - Send you information about events.

3.2 Photography

Photographs and/or video may be recorded at club events. The intended purpose of the photographs is to commemorate your participation in the event and provide a lasting record of your achievement. However, in making images available for review and download, the images are published in the public domain.

By entering our events or attending our running club training sessions you grant us the right to make such media available for download from our website. BRC may also use appropriate images in press releases and printed publicity.

4.0 Why we need your Personal Data

Your data is required so we can administer your membership and provide the services you are registering for.

For training and competition entry:

- To share your personal data with club coaches or officials to administer training sessions.
- To share your personal data with club team managers to enter events.

For funding and reporting purposes:

- To share anonymised data with a funding partner as condition of grant funding
- To analyse anonymised data to monitor club trends.
- To invite your views on our club offering and your experience as a club member. Periodically we will seek your views using appropriate media.



For membership and club management:

- To process membership forms and payments; respond to any queries you may raise and generally manage our relationship with you.
- To keep you informed of club events, activities and any changes in our policies newsletters and emails are distributed via the Mailchimp.
- To publish race and competition results.

Any Personal and Sensitive data provided by you (e.g. fitness/ health/ medical data) is processed on the lawful basis of consent. Therefore, we require your explicit consent to process this data to be granted at the point of collecting it.

4.1 Children's Privacy

Our club service provision does not address anyone under the age of 18. We do not knowingly collect personally identifiable information from anyone under the age of 18. If you are a parent or guardian and you are aware that your child has provided us with Personal Data, please contact us.

If we become aware that we have collected Personal Data from anyone under the age of 18 without verification of parental consent, we take steps to remove that information from our websites and servers.

If we need to rely on consent as a legal basis for processing your information and UK law requires consent from a parent, we may require your parent's consent before we collect and use that information.

4.2 Social Media

The club has a Facebook page at [facebook.com/BearcatRunningClub](https://www.facebook.com/BearcatRunningClub) and an Instagram account at <https://www.instagram.com/thebearcatrunningclub>.



Both of these accounts are public and open to anyone to follow. In addition, the provider of the social media platform (Meta) has their own privacy policies. Please check these policies before you submit any personal data on the club social media pages.

4.3 Email Marketing

We use your Personal Data to contact you with newsletters, marketing or promotional materials and other information that may be of interest to you. You may opt-out of receiving any, or all, of these communications by following the unsubscribe link or instructions provided in any email we send or by contacting us.

We use Email Marketing Service Providers to manage and send emails to you.

- Mailchimp

Mailchimp is an email marketing sending service provided by INTUIT.

For more information on the privacy practices of Mailchimp, please visit their Privacy policy: <https://mailchimp.com/legal/privacy/>

4.4 Links to Other Websites

Our services may contain links to other websites that are not operated by BRC. If you click on a third-party link, you will be directed to that third party's site requiring you to review the Privacy Policy of that site.

We have no control over and assume no responsibility for the content, privacy policies or practices of any third-party sites or services.



5.0 Protecting your data

- The Internet is not generally a secure medium for communication and therefore we cannot guarantee the security of any information you send to us over the Internet.
- As a local club managed entirely by volunteers, the data that we collect from you is transferred via email. This means it will be held on various email file servers used by the club committee, officials and key club communicators.
- Your data is held in protected folders within the cloud (OneDrive). This storage has inbuilt security, and access is restricted to and controlled by the Committee.
- Where practicable, we protect your data via password-protection of file attachments and/or file encryption.
- The club social media channels are used to promote the club; inform our members of events and competitions; share club news, and to celebrate members' achievements; posts to our club website and social media pages; and interviews on local radio. Once in the public domain, the privacy of data cannot be easily managed.
- We will take all reasonable steps to ensure that your data is treated securely and in accordance with this privacy policy.
- By submitting your personal data, you agree to this transfer, storing or processing.

5.1 Data retention

Data that we collect from you will be deleted in accordance with timescales set out below:

- Personal Data: Seven years after an individual has not renewed their membership
- Personal and Sensitive Data (e.g. emergency contacts or medical information): as short a time as possible. We store this data securely, limit access to it to only relevant officials and delete it when it is no longer required.



- Incident Report Data: Incident Report Data is made available only to club committee members and is held for as short a time as possible. Anonymised records of accidents are held indefinitely to enable the monitoring of club safety.
- Published race results and Club Records: Indefinitely

5.2 UK GDPR Privacy

You can find further information regarding your rights under UK law here [<https://ico.org.uk/for-the-public/>].

6.0 Third Parties

6.1 Eventbrite

Some BRC events, including the Annual General Meeting, may be promoted and booked using Eventbrite. This is a third-party service that is not owned or managed by BRC.

Eventbrite have their own terms and conditions, and privacy policies. They are committed to ensuring compliance with European data protection requirements. For further details, please refer to the Privacy Policy available from the Eventbrite website.

7.0 Website Cookies

7.1 What is a cookie?

A “cookie” is a piece of information that is stored on your computer’s hard drive and which records how you move your way around a website so that, when you revisit that website, it can present tailored options based on the information stored about your last visit. Cookies can also be used to analyse traffic and for advertising and marketing purposes.

Cookies are used by nearly all websites and do not harm your system.



If you want to check or change what types of cookies you accept, this can usually be altered within your browser settings. You can block cookies at any time by activating the setting on your browser that allows you to refuse the setting of all or some cookies. However, if you use your browser settings to block all cookies (including essential cookies) you may not be able to access all or parts of our site.

How do we use cookies?

We use cookies to track your use of our website. This enables us to understand how you use the site and track any patterns with regards how you are using our website. This helps us to develop and improve our website as well as products and / or services in response to what you might need or want.

Cookies are either:

Session cookies: these are only stored on your computer during your web session and are automatically deleted when you close your browser – they usually store an anonymous session ID allowing you to browse a website without having to log in to each page but they do not collect any personal data from your computer; or

Persistent cookies: a persistent cookie is stored as a file on your computer and it remains there when you close your web browser. The cookie can be read by the website that created it when you visit that website again. [We use persistent cookies for Google Analytics.]

Cookies can also be categorised as follows:

Strictly necessary cookies: These cookies are essential to enable you to use the website effectively, such as when buying a product and / or service, and therefore cannot be turned off. Without these cookies, the services available to you on our website cannot be provided. These cookies do not gather information about you that could be used for marketing or remembering where you have been on the internet.

Performance cookies: These cookies enable us to monitor and improve the performance of our website. For example, they allow us to count visits, identify traffic sources and see which parts of the site are most popular.



Functionality cookies: These cookies allow our website to remember choices you make and provide enhanced features. For instance, we may be able to provide you with news or updates relevant to the services you use. They may also be used to provide services you have requested such as viewing a video or commenting on a blog. The information these cookies collect is usually anonymised.

8.0 Data Legislation Compliance

You have the following rights under data protection legislation:

1. To access a copy of your personal data the club holds;
2. To object to processing of your personal data that is likely to cause or is causing damage or distress;
3. To prevent processing for direct marketing;
4. To object to decisions being taken by automated means;
5. In certain circumstances, to have personal data rectified, blocked, erased or destroyed;
6. To claim compensation for damages caused by a breach of data protection legislation;
7. To withdraw consent to processing of your personal data;
8. To have your personal data transferred to a third party chosen by you.



9.1 Contact and Complaints

If you are currently receiving unwanted communications from BRC, or if you have any concerns or complaints in relation to how we collect or process your data, please let us know! Contact office@bearcatrunningclub.co.uk in the first instance.

If you are dissatisfied with how your concern/complaint is dealt with by BRC, you have the right to report your concern/complaint to the Information Commissioners Office (www.ico.org.uk).

9.2 Finding out what information BRC holds about you

Under Data Protection Legislation, you can ask to see any personal information that we hold about you. Such requests are called subject access requests. If you would like to make a subject access request, please email: office@bearcatrunningclub.co.uk

You will also need to provide two forms of identification, for example, driving licence, utility bill or passport and, if appropriate, any particulars about the source or location of the **information you are requesting.**

10.0 Policy Updates

We regularly review our Privacy Policy and updates will appear on this page when necessary. All members must accept the terms of this policy and permit us to process their data as described in it. Explicit consent for this is sought at membership application and at renewal.

This Privacy Policy was last updated in October 2025.