



DATA PROTECTION COMPLIANCE FORM 2014-2015

In order that Garioch Amateur Swimming Club (GASC) complies with the Data Protection Act 1998, we would be grateful if you and your parent/guardian (if you are under 16) would read and sign this declaration and return it to the membership secretary. **N.B. the swimmer must sign**

GASC provides training and competitive opportunities for swimmers of all ages and standards. During the course of this activity, coaches will compile information on swimmers relating to personal details and performances. The following list provides guidance on the information gathered and held in electronic and manual records.

Name	Competition results	Details of Medical Practitioner
Address	Test set results	Details of relevant medical conditions*
Date of Birth	Details of next of kin	Personal Goals*
Weight and Height*	Video footage/photographs of competitions and performance	

The information marked * is kept confidential between the individual, their coach, the GASC head coach and team managers (where appropriate).

Competition, performance results and related news articles, along with any relevant photographs** may be posted on the GASC notice board, the GASC website and in the media.

In addition, personal best times along with names, dates of birth and SASA registration numbers are submitted to other clubs for the purposes of entering competitions. Personal details on address, telephone, email and date of birth will not be divulged to anyone outwith the GASC administration unless for the purposes so described or with the express permission of the member. Video footage may be shared with other swimmers with individual's permission.

**** *Such photographs are not captioned in any way that may identify individual subjects and swimmers must be appropriately dressed when photographed out of the water i.e. wearing t-shirts or other garments which cover their swimming costumes.***

Information on swimmers held by GASC will be destroyed within one year of the individual leaving the GASC programme of activity.

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DATA PROTECTION COMPLIANCE

I agree to the above information being used in the way described.

I agree to photographic to images of me as described above being displayed on the club notice board*, website* or in the media*. **delete as appropriate*

Swimmer Name: _____

(print)

Signed: _____

(swimmer must sign)

Signature of

Parent/Guardian: _____ Date: _____

(parent/guardian must also sign if swimmer is under 16)