

CASTLE SEMPLE SAILING CLUB

Data Protection

The GDPR came into force on 25th May 2018 replacing the Data Protection Act 1998 (DPA) and Castle Semple Sailing Club is affected as the club holds members' information.

By seeking to become a member, and continuing to be a member, it is necessary for us to hold certain information about you and your boat(s) and we therefore request your consent to hold this information on our database.

Our database

Our database contains names, addresses, phone numbers, email addresses, boat and insurance details, dates of joining and leaving, cadets' ages and payments of subscriptions and donations. This information comes from the membership application / renewal form. It also defines the membership category of membership (family, adult, cadet, social or honorary and status (active, defaulted, resigned).

We do not communicate directly with cadet members, rather via their parents, unless the parents give their approval.

We hold medical information relevant to your or your children's safety, where you provide it.

This data is kept on committee members' private computers, password protected. The computers also have appropriate antivirus / firewall software. It is not given to anyone outside the CSSC committee (and certainly not to any commercial interest), and is used only for the administration of the club and sending out information about the club by post or email. On request, the membership secretary will give anyone a copy of their entry on the database; they can't remove anyone from the list while that person remains a member.

Review of Data

What personal data do we hold?

We hold the following information on our members:

- names,
- type of membership;
- addresses,
- phone numbers,
- email addresses,
- boat and insurance details,
- dates of joining,
- cadets' ages and leaving,
- payments of subscriptions and donations; and
- race results

Do we need this information?

We need this information to be able to run the club and to communicate with our members.

Where it came from and the basis on which it was collected;

The information comes from the membership registration form and the cadet forms where cadets take part in activities.

What do we do with it and what are we planning to do with it?

We collect this information for the following purposes:

- to communicate with our members by email, by post, or by phone when necessary;
- to contact next of kin or responsible adult should this be required;
- to know how many members we have;
- how many boats and boat types are kept in our compound;
- to determine the Club's financial position; and
- to plan our events ie races for particular classes of boats

Where and how you store it?

This data is kept on committee members' private computers, password protected. The computers also have appropriate antivirus / firewall software.

Former members

Once a member leaves the Club their details are categorised as "retired" then held until the following renewal. Email details will continue to be held separately if a former member requests to be kept informed of club activities. The retired member has the right to request an extract of any data held relating to them and that this be removed at any time.

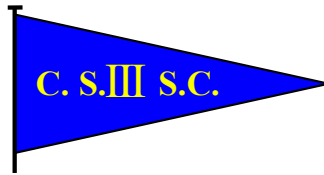
Entries for regattas and Events

The data collected for these events will be kept for that event only and destroyed at the end of the event.

CCTV

The Club does not have CCTV but there is CCTV at Clyde Murshiel over which the CSSC has no control and neither does the Club have any control over video/still photography at Castle Semple Loch.

February 2023

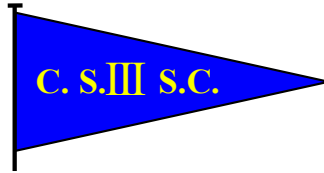


Castle Semple Sailing Club

Commodore: Peter Collings

Registration 2023 Membership Fees

Membership Details	Rates	
Family annual membership	£90
Adult annual membership	£65
Cadet annual membership (<i>Up to 18yr</i>)	£40
Social annual membership	£20
Winter Membership (<i>Sept – Feb</i>)	£40
 Additional Fees (<i>only applicable if approved by Committee</i>)		
Boat space – Annual	£75
Boat space – Winter (<i>Sept – Feb</i>)	£40
Members not paying boat space fee wishing to use club boats	£50
Additional stacked boats in the same footprint as the main boat	£37
Small Boats e.g. Optimist, Topper, RS Tera (small/shared boat space)	£37
Road trailer(s) each (if stored separate from Boat space)	£17
Canoe(s) each (only applicable for those members with a boat space)	£17
	Total	£
 BACS: RBS 10738486 83-23-13 (please use your name and “MEM” as reference)		
Payment by BACS:	<input type="checkbox"/>	
BACS Reference:	
Payment by Cheque:	<input type="checkbox"/>	
Cheques made payable to “Castle Semple Sailing Club”		
Cheque Details (Bank/Cheque no.):	
NOTE – For accounting purposes cash will not be accepted for CSSC fees.		



Castle Semple Sailing Club

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Registration Form 2023 Membership Details

Name:			
Address:			
Town:		Postcode:	
Tel:		Mobile:	
Email:			

Next-of-Kin Details

Name:			
Address:			
Town:		Postcode:	
Tel:		Mobile:	
Email:			
Relationship to Member			

Names of Family Members: Include ages when under 18 or copy of matriculation card if student cadet	Email

Application for Boat Space(s):				
Class of Boat:		Sail No:		Valid Measurement Cert: Yes/No
Class of Boat:		Sail No:		Valid Measurement Cert: Yes/No
Class of Boat:		Sail No:		Valid Measurement Cert: Yes/No

contained in the CSSC Membership Pack 2023 and available on the Club website
<https://castlesemplesc.co.uk>

The terms of the Constitution

CSSC Operations Manual & Child Protection Policy

CSSC GDPR

I have appropriate valid Insurance Policy(s) in place for all equipment stored /used and activities undertaken at CSSC.

Signature

Date:

The completed form should be sent to: info@castlesemplesc.co.uk with an email confirming that payment has been made by BACs;

OR

An email sent confirming that the **completed form and cheque** have been left in the "Membership Renewal Box:" in the club house.

Note 1. Members sail at their own risk.

Note 2. Cadet Consent/Waiver form to be completed and signed for all under 18 years **Note**

3. CSSC has no control over video/still photography at Castle Semple Loch.