

## South East Essex Lions Clubs

### Midsummer Sports Day for the Disabled

#### Privacy Policy

Should an individual, or an organisation on behalf of an individual, be asked to provide certain information by which they may be identified, they may be assured it will only be used in accordance with this privacy statement.

The following information may be collected and stored:

Name, sex, nature of disability, Club membership.

How is information collected ?

Relevant information is collected verbally, by email or by letter either directly from an individual or from their Club,

What is done with the information obtained ?

The information is used to provide suitable facilities for an individual during the event and to allocate relevant prizes, where applicable.

Where is the information stored ?

In order to prevent unauthorised access, appropriate physical, electronic and managerial procedures are employed to safeguard and secure the information collected which is stored on computer records by authorised Lions' personnel.

Printed records are also temporarily produced to assist with event administration but are destroyed following the event.

Controlling Personal Information:

An individual may choose to restrict the collection or use of their personal information by writing to:  
Lion John Sanderson, 11 Fairview Gardens, Leigh on Sea, Essex. SS9 3PD

or by sending an email to [info@leightlions.co.uk](mailto:info@leightlions.co.uk)

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This policy is effective from May 2018 but may be changed from time to time by updating this document.