



DATA/INFORMATION SHARING POLICY

Bracknell Town Football Club is committed to protecting the privacy and security of personal data in compliance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018. This Data Sharing Policy outlines our principles and procedures for sharing personal data with third parties to ensure transparency and accountability.

1. Purpose

The purpose of this policy is to establish clear guidelines for the sharing of personal data by Bracknell Town Football Club to ensure that such activities are conducted lawfully, ethically, and securely.

2. Scope

This policy applies to all employees, volunteers, contractors, and partners of [Football Club Name] who have access to or manage personal data.

3. Definitions

- **Personal Data:** Any information relating to an identified or identifiable natural person.
- **Data Controller:** The entity that determines the purposes and means of processing personal data.
- **Data Processor:** The entity that processes personal data on behalf of the Data Controller.
- **Data Sharing:** The disclosure of personal data to third parties, including other organizations or individuals.

4. Principles of Data Sharing

When sharing personal data, Bracknell Town Football Club adheres to the following principles:

- **Lawfulness, Fairness, and Transparency:** Data sharing will be conducted in a lawful, fair, and transparent manner.
- **Purpose Limitation:** Data will only be shared for specified, explicit, and legitimate purposes.
- **Data Minimization:** Only the necessary data required for the intended purpose will be shared.
- **Accuracy:** Shared data will be accurate and, where necessary, kept up to date.
- **Storage Limitation:** Data will not be retained longer than necessary for the intended purpose.
- **Integrity and Confidentiality:** Appropriate security measures will be in place to protect shared data.

5. Legal Basis for Data Sharing



Bracknell Town Football Club will ensure that at least one of the following legal bases applies before sharing personal data:

- **Consent:** The individual has given clear consent for the sharing of their data.
- **Contractual Necessity:** Data sharing is necessary for the performance of a contract with the individual.
- **Legal Obligation:** Sharing is necessary to comply with a legal obligation.
- **Vital Interests:** Sharing is necessary to protect someone's life.
- **Public Task:** Sharing is necessary to perform a task in the public interest or official functions.
- **Legitimate Interests:** Sharing is necessary for the legitimate interests of the club or a third party, provided these are not overridden by the individual's rights.

6. Data Sharing Agreements

Before sharing personal data with third parties, Bracknell Town Football Club will establish Data Sharing Agreements (DSAs) that outline:

- **Purpose of Data Sharing:** Clearly defined reasons for sharing the data.
- **Data to Be Shared:** Specific categories of data involved.
- **Responsibilities of Parties:** Obligations of both the club and the third party regarding data handling.