

DALMALLY GOLF CLUB

DATA PROTECTION : PRIVACY NOTICE FOR GUESTS AND VISITORS

Introduction

For the health and safety of guests, visitors, members and volunteers in these premises, we must collect details of all visiting to support NHS Scotland's Test and Protect. This information will be used to enable NHS Scotland to contact you should you have been on the Club premises around the same time as someone who has tested positive for coronavirus.

Reason for Collecting this Information

Collecting your personal information will assist with NHS Scotland's Test and Protect strategy in relation to the coronavirus public health epidemic. This will involve the gathering and, when required, the sharing of your information with NHS Scotland as the responsible body for Test and Protect. Your information will not be used for any other purpose.

We will only share it when it is requested directly by NHS Scotland and this will only be in the unlikely event there is a cluster of coronavirus cases linked to the Club.

Information will be transferred securely to NHS National Services Scotland which will use the information to contact trace those who were on the Club premises at the same time as the positive case, and will provide guidance and support to those who may be advised to self-isolate.

Information to be Collected

Along with the time of your arrival, and if possible, your departure, we will collect your name and contact telephone number. If you do not have a telephone number, you can provide a postal or email address.

Where multi-household groups are present, we will collect contact details from a 'lead member' of each household along with the number in attendance from each household within the group.

Holding your Information

Your personal information will be held by us for at least three weeks (21 days). It will be held and disposed of in a safe and secure manner.

Your rights

You have the right to be informed about the collection and use of your personal information. You have the right to have access to the information we hold about you, and the right to request rectification of any inaccurate information which we hold about you.

Complaints

If you consider that your personal information has been misused or mishandled by us, you can raise this by contacting dalmallygolfclub@outlook.com

If you remain dissatisfied, you can make a complaint to the Information Commissioner, the independent regulator, contactable at:
Information Commissioner's Office (ICO), Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF, or on 0303 123 113 or at casework@ico.org.uk

Any complaint to the ICO is without prejudice to your right to seek redress through the courts.