

Hunts Kart Racing Club GDPR Policy



Introduction

The Hunts Kart Racing Club Ltd (HKRC) respects your privacy and we will only use your information in the way we describe in this notice. When using your information, we aim to be fair and transparent, and to follow our obligations under UK data protection laws. Your information is used for administering all club memberships, activities, competitions and dealing with payments and invoicing. Please take a few minutes to read and understand our policy and periodically review for any updates that may be made. An up to date version of this policy will be available on our website.

What information we collect

Details we may collect that you voluntarily provide through online systems, occasional surveys or by completing paper forms –

Personal Details: name, address, telephone numbers, age, date of birth, emergency contact details along with the same details you may provide us for any children.

Financial Details: Credit/debit card or bank account information when entered onto a paper form to enable us to either take payments or to make payments.

Event or Championship Entry Details: kart and engine type, transponder details, tyre barcodes, competition and entrant license details and club memberships. When you provide this information to us about another person, such as a child, parent guardian, or emergency contact you should inform that person that you have done so.

HKRC operates CCTV at Kimbolton race circuit and record the images. When countersigning as parents/guardians of minors they agree that they have no objection to still or moving images being taken of the driver or volunteer undertaking their sporting activities. CCTV is operation in the parc ferme/scrutineering area at all times whilst an event is taking place and paddock/site cameras are in operation at all times.

HKRC operates social media platforms. The information you choose to put on these platforms is controlled by the platform operators not HKRC. If you sign to join one of our networks we may use the profile information, email, telephone number, social media username or handle.

How we use your information

We use your information when you first apply to become a member or volunteer, enter a race or practice day, reserve a pit bay. Then to administer your requests, renew your membership, acknowledge any requests and to remind or inform you of future opportunities and provide you with any member benefits.

We will also use your information when you enter events. For any competitions, we will publish some of you information in the programme as well and any results, which will be in the public domain. Your information is only used in this way to fulfil our contract with you.

We understand that you may be submitting personal information regarding a minor or a child as a member of our club, driver, volunteer or as a payee or creditor and you therefore give explicit permission that these details may be used by us. We use your information as necessary or appropriately for our club business purposes including administering your membership, entry or any other services we provide as requested by you. Respond to any requests or enquiries that you direct to the club. Send communications, newsletters and administrative or advertising emails about our club or services.

Should a reportable accident or incident take place we will record the information that is legally required. We may ask for emergency contact or next of kin which will only be used in an emergency. You should inform the emergency contact and next of kin that you have provided us with their information.

We will not sell or provide you information to any third parties other than those detailed below, and we would expect third parties mentioned to obtain specific permission to continue interacting with you or your children.

We may share some or all of your information with other relevant kart clubs, kart schools, kart associations and Motorsport UK where the club feels it is necessary for management, timing systems, tyre management systems, along with any third party or medical personnel if required to do so by law.

Some or all of the information we collect about you for a race meeting may be disclosed publicly and may also be shared with third parties as mentioned above. Published information may contain name, kart details, entrant, sponsor, finishing position, photographs, video and any penalties or judicial action will be published online and in print by us.

We use third party organisations to provide entry and membership management, Alpha Business Systems Limited and timing system management, Motorsport Timing UK. These organisations are strictly and contractually controlled as to how they use your information.

How long do we hold your information

Any paper forms containing credit or debit card details are destroyed immediately after we have processed the payments, or if not appropriate to do so immediately within two weeks of the transaction.

Volunteers, officials and life members we will hold your information indefinitely or until your request we remove it from our systems.

CCTV images used for security or judicial purposes will normally be stored for 2-3 weeks although any serious incident which may require further investigation by the club or relevant authorities may be held indefinitely.

Keeping you information secure

HKRC are committed to ensuring your information is kept secure. In order to prevent unauthorised access or disclosure we have put into place suitable physical, electronic, and managerial processes and procedures to safeguard and secure the information we collect.

Checking your information

The club secretary is the data controller. Any enquiries should be made to Jamie Roe via email: jamie@hkrc.co.uk

A parent or guardian may submit a request as above to stop any further use of a child or young person's personal information or to suppress any public information as far as we are able. Before disclosing any information regarding a child, we may request suitable and reasonable information to confirm identification of the requestee. We need to bring to your attention that certain information will always be required by the club to enable your child to take part in one of our events.

General Information

This policy is intended to inform you how we collect, use, and disclose your personal information. The policy is to assist you in making informed decisions about your information when using our services.

Personal data that is provided by you and collected from you may be transferred to and stored at a destination outside of the United Kingdom, for instance in a European Economic Area country, and by submitting your personal data you agree to such transfers.

As transmission of data (personal or otherwise) is not entirely secure via the internet we cannot guarantee this security but will take all reasonable steps to ensure compliance with this policy.

You have the right to ask us not to process your information for marketing purposes and you are also entitled to a copy of any information we hold about you and to ask us to correct and inaccuracies. You can also ask us to stop using your information. If you ask us to do this, we will not be able to continue our contract with you, or you will not be able to continue using our services. You have the right to make a complaint to the Information Commissioner.

Review History

Reviewed By	Review Date	Comments	Approved by Committee
Jamie Roe	01.05.23	First Issue	17.05.23
Jamie Roe	01.06.24	Annual Review	12.06.24