

## Shorinjiryu Renshinkan Karate Do England-Privacy Policy.

### **Privacy Policy**

This policy explains how Shorinjiryu Resnshinkan Karate Do England collects, protects and uses your information when you access our services.

By accessing our services, you consent to this policy and the collection of your data by Shorinjiryu Renshinkan Karate Do England as detailed within it.

“Renshinkan England” means Shorinjiryu Renshinkan Karate Do England.

This policy may be subject to change, so please revisit this page regularly to view the current version.

For further information, please contact Julia Turley, Head of Renshinkan England at [jtrenshinkan@btinternet.com](mailto:jtrenshinkan@btinternet.com)

### **The information we collect**

Renshinkan England may collect certain personal information or data about you when you access our services. Personal information is any information from which an individual can be identified.

This information includes:

- Contact information including name, address, telephone number and email address
- Date of birth
- Gender
- A record of your interactions with us

Information is collected directly from students (18 and over) or from a student’s parent or guardian (under 18).

### **Our basis for data processing and use**

Renshinkan England collects and uses personal information for the following reasons:

- To provide services, including weekly training, gradings, tournaments and camps.
- To provide information regarding our services, based on your consent.
- To fulfil contractual or legal obligations, such as legislation compliance or to assist with investigations.

If we use your information for marketing purposes, there will be an option to opt-out.

## **How information is protected**

To protect your information from misuse, Renshinkan England takes steps to keep it safe in line with current legislation.

These steps include:

- Passwords
- Server encryption
- Paper records kept under lock-and-key

We keep your data for as long as you are a customer (i.e. a student) and up to twelve months thereafter. Some paper records may be given to you to serve as proof of your (previous) membership of the organisation.

## **Sensitive information**

Renshinkan England is committed to providing every student with a safe, fair and accessible learning environment. In order to meet this commitment, Renshinkan England may collect details of any disability or medical condition a student chooses to share with us. This information will only be shared with instructors on a strictly need-to-know basis, and the details will not be recorded.

## **Third parties**

In certain instances, Renshinkan England will need to share information with third parties.

Orthodox Japan Shorinji-ryu Renshinkan Karate-Do, our international headquarters.

- To register your membership with the international organisation.
- Name, D.O.B and address.

Federation of England Karate Organisations (FEKO), our governing body.

- To provide you with martial arts insurance.

This information is