

# Membership Form



Please complete all details in **BLOCK CAPITALS** and return to Michelle Balchin, Membership Secretary (see section F).

**Welcome to Almost Athletes. We are a running club open to athletes of any ability from 18 years of age.** To ensure that we have your correct contact details, please fill out this form and return to Michelle Balchin.

## SECTION A: Athlete details

First name	Surname
Address	
	Postcode
Telephone	Mobile
Date of birth	Email address

## SECTION B: Please select your 2022/2023 Almost Athletes membership status from the following options:

<b>Renewal</b> 01/04/2022 – 31/03/2023	This includes a membership fee to Almost Athletes and affiliation to England Athletics.	£30.00	<input type="checkbox"/>
<b>New Membership</b> 01/04/2022 – 31/03/2023	This includes a membership fee to Almost Athletes and affiliation to England Athletics. With an EA number you can compete for the Club.	£30.00	<input type="checkbox"/>
<b>2<sup>nd</sup> Claim Member</b> 01/04/2022 – 31/03/2023	Please state the name of your first claim club and provide your EA number:	£14.00	<input type="checkbox"/>
<b>Life or Volunteer (non-running) Membership</b> 01/04/2022 – 31/03/2023	Please note that you are still required to complete a membership form every year, to ensure that our records are kept up-to-date for insurance purposes.	£0.00	<input type="checkbox"/>

## SECTION C: Additional support

Please detail below any disability you have / or any additional support you may require from our Club coaches.

## SECTION D: Medical information

Please detail below any important medical information that our coaches should be aware of (e.g. epilepsy, asthma, diabetes, allergies, etc.) **Please do not leave blank**– if there is no information please write 'None'.

I consent to my special category personal data provided in section C and D to be shared with coaches for the purposes of the delivery of my safe participation in Club activity. This data will not be shared or processed for any other purpose.

## SECTION E: Emergency contact details

Please insert the information below to indicate the persons who should be contacted in event of an incident/accident.

Emergency Contact one name: \_\_\_\_\_

Emergency Contact one number: \_\_\_\_\_

Emergency Contact two name: \_\_\_\_\_

Emergency Contact two number: \_\_\_\_\_

## SECTION F: Membership Fees/Payment

The 2022/2023 membership period for new members runs from Now to 31st March 2023 and for renewing members from 1st April 2022 to 31st March 2023

We prefer application details to be submitted using the Almost Athletes online form where possible.

If you decide to use this printed form, please hand your completed form to the Membership Secretary, Michelle Balchin. (To arrange this handover, please email [membership@almostathletes.co.uk](mailto:membership@almostathletes.co.uk) .)

The Membership Secretary will upload your details from your form to England Athletics and then send you details of how to pay your membership fees directly to England Athletics using the Stripe System.

## SECTION G: Club privacy statement & communication preferences

Almost Athletes take the protection of the data that we hold about you as a member seriously and will do everything possible to ensure that data is collected, stored, processed, maintained, cleansed and retained in accordance with current and future UK data protection legislation.

Please read the full privacy notice carefully to see how the Club will treat the personal information that you provide to us. We will take reasonable care to keep your information secure and to prevent any unauthorised access.

I agree to the Club collecting, storing and processing my data in line with the Privacy Statement in Section I. As a data subject you are not obliged to share your personal data with the Club. If you choose not to share your personal data with us we will not be able to register or administer your membership.

## SECTION H: Data sharing with England Athletics

When you become a member of or renew your membership with Almost Athletes you will automatically be registered as a member of England Athletics. We will provide England Athletics with your personal data which they will use to enable access to an online portal for you (called **MyAthletics**). England Athletics will contact you to invite you to sign into and update your My Athletics portal (which, amongst other things, allows you to set and amend your privacy settings). It is vital, therefore, that a valid email address is given, so that you can ensure that your data is correct and so that you can set your own privacy settings.

If you have any questions about the continuing privacy of your personal data when it is shared with England Athletics, please contact: [dataprotection@englandathletics.org](mailto:dataprotection@englandathletics.org).

## SECTION I : Privacy Statement / Athlete Agreement

Almost Athletes is committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership, Almost Athletes is the Data Controller and is responsible for storing and otherwise processing that data in a fair, lawful, secure and transparent way.

### What personal data we hold on you

You may give us information about yourself by filling in forms at an event or online, or by corresponding with us by phone, email or otherwise. This includes information you provide when you register with the Club. The information you give us is known as 'Athletics Data' and may include your name, gender, date of birth, address, email address, phone number and name of any EA affiliated clubs with which you are registered.

We may also ask for relevant health information, and other data such as emergency contact numbers, to be used in the case of a medical emergency arising from a club running or social event. This data is classed as special category personal data. We process this data on the lawful basis of consent. Therefore, we will also need your explicit consent to process this data, which we will ask for at the point of collecting it.

### Why we need your personal data

The reason we need your Athletics Data is to be able to administer your membership, and provide the membership services you are signing up to when you register with the Club. Our lawful basis for processing your personal data is that we have a contractual obligation to you as a member to provide the services for which you are registering.

Reasons we need to process your data include:

#### For training and competition entry

- sharing personal data with Club coaches or officials to administer training sessions;
- sharing personal data with Club team managers to enter events;
- sharing personal data with facility providers to manage access to the track or check delivery standards; and
- sharing personal data with leagues, county associations and other competition providers for entry in events.

#### For reporting purposes

- analysing anonymised data to monitor Club trends; and
- sending a Club survey to improve your experience as a club member.

#### For membership and club management

- processing of membership forms and payments;
- sharing data with committee members to provide information about Club activities, membership renewals or invitations to social events;
- Club bulletins promoting Club activity; and
- publishing of race and competition results.

On occasion we may collect personal data from non-members (e.g. such as any non-member participant who fills in a health disclaimer or form at a taster event.) This information will be stored for 4 weeks after an event and then destroyed securely. Our lawful basis for processing data is consent. Therefore, we will also need explicit consent from non-members to process this data, which we will ask for at the point of collecting it.

The Club has social media pages on Facebook and Twitter. All members are free to join or follow these pages. Please note that providers of these social media platforms have their own privacy policies and that the Club does not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data on the Club social media pages. The Club's 'netiquette' guidelines are in the Files section of the Facebook page and we ask that you familiarise yourself with these guidelines.

### Who we share your personal data with

When you become a member of Almost Athletes you will also be registered as a member of England Athletics Limited. We will provide England Athletics Limited with your Athletics Data which they will use to enable access to the My Athletics portal. England Athletics Limited will contact you to invite you to sign into and update your My Athletics portal.

You can set and amend your privacy settings from the My Athletics portal. If you have any questions about the continuing privacy of your personal data when it is shared with England Athletics Limited, please contact: [dataprotection@englandathletics.org](mailto:dataprotection@englandathletics.org).

The Club does not supply any personal data it holds for this purpose to any other third party.

#### **How long we hold your personal data**

We will hold your personal data on file for as long as you are a member with us. Athletics Data is updated every year on annual membership forms. Any personal data we hold on you will be securely destroyed within at most, five years of inactivity on your account, in line with England Athletics Limited's retention policy. In practice a lapsed membership will be removed from the Club records within six months of a membership lapsing and not being renewed. Your data is not processed for any further purposes other than those detailed in this policy.

#### **Your rights regarding your personal data**

As a data subject you have the right at any time to request access to, rectification or deletion of your personal data; to restrict or object to certain kinds of processing of your personal data, including direct marketing; to the portability of your personal data and to complain to the UK's data protection supervisory authority, the Information Commissioner's Office about the processing of your personal data.

As a data subject you are not obliged to share your personal data with the Club. If you choose not to share your personal data with us we will not be able to register or administer your membership.

#### **Declaration**

By returning this completed form, I confirm that I have read and understood the privacy statement and how data will be used and shared and am willing to abide by the Club Code of Conduct.

I understand that running can be a strenuous activity, and that I should not participate unless I am physically able to do so. I accept all risks associated with running, including, but not limited to: the effects of the weather, traffic, road or terrain conditions. I hereby waive and release **Almost Athletes** from all claims and liabilities of any kind arising from my participation within the Club.

Signature

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Print name

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Date

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**We look forward to welcoming you to the Club in the near future. To find out the latest Club information, please visit our website: [www.almostathletes.co.uk](http://www.almostathletes.co.uk).**

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**For Club use only**

**Bank Transfer**

**No Payment Required**