

Malta Futsal School – Privacy Notice to Members (Parents/Guardians)

1.0 Introduction

- 1.1 This Privacy Notice is intended to help you understand why and how we may use information which relates to you.
- 1.2 In this privacy notice references to “we”, “us” and “our” are to Malta Futsal School (hereinafter referred to as “Malta Futsal School”).
- 1.3 For the purposes of the General Data Protection Regulation (GDPR), the data controller is Malta Futsal School, partnership number P1897 with its registered office at Bienvenida, Triq It-Tuffieħ, Naxxar.

2.0 What information we collect and why:

- 2.1 The information we collect about you may include any information about you that you have knowingly provided to us when becoming a member with us, through forms or during correspondence with us and includes the following:
- your name and surname
 - your contact number/email address
 - your child’s name
- 2.2 If the data provided by you refer to third parties, you confirm to having obtained and received their prior consent to providing information on them, and to have informed them, before including them in our documentation.

3.0 What we do with your information

- 3.1 We process your personal data in accordance with the GDPR. Malta Futsal School thus processes your personal data in accordance with the following principles:
- (i) reasonably necessary for the performance of Malta Futsal School’s services which you have requested; and/or
 - (ii) reasonably necessary for compliance with a legal obligation to which we are subject to; and/or
 - (iii) it is within the School’s legitimate interests to do so, principally for the purposes listed below.
- 3.2 We use your personal information for a variety of purposes including the following:
- a. to respond to any queries which you may have and fulfill your requests.

- b. to provide you information in relation to your membership, through our website/database, and/or to inform you of any changes to our terms, conditions, and policies.
- c. in the event that we use your personal data for marketing purposes, we will provide you with an opportunity to unsubscribe from receiving email communications as part of every email we send to you.

4.0 Sharing and disclosure your personal data

- 4.1 We comply with all legal requirements regarding the sharing and disclosure of personal data to third parties. We may disclose information to the following recipients only where it is legitimate to do so.

5.0 Where we store your information

- 5.1 If and in the event that the data we collect from you may be transferred to and stored at a destination outside of the European Economic Area (EEA), we will seek to put in place agreements with those third parties, including with our representatives, which contain provisions approved by the EU for protecting personal data.
- 5.2 We will retain your information only for as long as is necessary to fulfil the purposes for which we collected your personal data. Typically, Malta Futsal School will delete personal data (3 years from date of application) after membership expiry, unless the law permits or requires that Malta Futsal School retains it for longer (for example in compliance with our accounting obligations at law).

6.0 Your Rights as a Data Subject

- 7.1 The GDPR gives you a number of rights in respect of your data, including:

- a. Right to access

You have the right to request a copy of any information that we hold about you. If you would like a copy of this information please contact us by writing to us at: [Malta Futsal School, Bienvenida, Triq It-Tuffieh, Naxxar.] or email us at [info@maltafutsalschool.com]. We may request proof of your identity before sharing such information with you.

- b. Right to rectify your personal data

If you discover that the information we hold about you is incorrect or out of date, you may ask us to correct that information.

c. Right to be forgotten

You may ask us to delete information we hold about you in certain circumstances. It may not be possible for us to delete all of the information we hold about you where we are required to keep it at law or where we have an ongoing relationship, however please contact us and we will do our best to assist with your request.

d. Other rights

Where we process your data on the basis that you have consented to such processing, you have the right to withdraw your consent at any time by unsubscribing or contacting us.

In addition to the above, in certain circumstances, you may also ask us to stop or restrict processing of the personal data we have about you. You may also ask us to transfer your personal data to a third party in certain circumstances. If you would like any other information on these aspects of your rights, please contact us.

8.0 Contact

- 8.1 If you have any questions, want to exercise any of your rights or make a complaint, please contact us by writing to us at at: [Malta Fusal School, Bienvenida, Triq It-Tuffieh, Naxxar.] or email us at info@maltafutsalschool.com or call us on [+356 99457101].

9.0 Changes to this Privacy Notice

- 9.1 This policy may be reviewed and amended from time to time.
- 9.2 As a result of improvements we make to our services, changes in the law or developments in technology, we may change the information we hold about you or the method and purposes for which we process such information. If we make any substantial change in the way in which we use your personal information we will notify you by email.