

**Majestic Gymnastics Academy CIC**  
**Privacy Notice**  
**Members and Volunteers**

## **Majestic Gymnastics Academy CIC**

### **Version Control**

- Document title: Privacy Notice
- Version: 2.0
- Approved by: Club Management Committee
- Last reviewed: 20 January 2026
- Next review due: 20 January 2027

### **Privacy Notice**

Majestic Gymnastics Academy CIC is committed to protecting and respecting your privacy. We process personal data in accordance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

This Privacy Notice explains how we collect, use, store and protect personal data relating to our members, parents/carers, volunteers and officials.

### **Who This Notice Applies To**

This notice applies if you are:

- A current or prospective member of the club
- A parent or carer of a member
- A volunteer, coach or club official

### **About Us**

Majestic Gymnastics Academy CIC is a Community Interest Company providing pre-school, recreational and competitive gymnastics activities.

We are affiliated with:

- British Gymnastics
- South West Gymnastics



All members are required to hold individual British Gymnastics membership.

### **Personal Data We Collect**

We may collect and process the following information:

#### **Members & Parents/Carers**

- Names and contact details
- Date of birth and gender
- Emergency contact details
- Relevant medical information or additional needs
- Attendance, progress and achievement records
- Accident or incident reports
- British Gymnastics membership details

#### **Volunteers & Officials**

- Contact details
- Role within the club
- British Gymnastics membership, qualifications and training records
- Confirmation of DBS clearance (DBS certificates are not retained)

Some information is essential for safe participation. Failure to provide required information may limit our ability to support you or your child.

### **Special Category Data**

We may process sensitive personal data (such as medical information or disability details) where necessary for:

- Health and safety
- Safeguarding
- Inclusion and reasonable adjustments

This information is handled securely and only accessed on a need-to-know basis.

### **How We Use Personal Data**

We use personal data to:

- Administer membership and classes



- Communicate essential information
- Ensure health, safety and welfare
- Meet safeguarding and insurance requirements
- Enter members into events and competitions
- Comply with British Gymnastics regulations

### **Lawful Basis for Processing**

We process data under:

- Contract
- Legal obligation
- Legitimate interests
- Consent
- Vital interests

### **Photography & Video**

Photos and videos may be taken during training, events and competitions for coaching and promotional purposes.

Images of children are used in line with British Gymnastics safeguarding guidance.

Consent is obtained at registration and may be withdrawn at any time.

### **Sharing Personal Data**

We may share personal data with:

- British Gymnastics
- South West Gymnastics
- Competition organisers
- Insurers
- Emergency services
- Safeguarding authorities (where required)

We do not sell personal data.

### **Data Storage & Retention**

Personal data is stored securely and accessed only by authorised club officials.

Retention is in line with British Gymnastics guidance:



- Membership records: while active and for a reasonable period afterwards
- Financial records: 6 years
- Safeguarding records: as required by law and BG policy
- Coaching footage: only as long as necessary

## **Your Rights**

You have the right to:

- Access your personal data
- Correct inaccurate information
- Request deletion (where legally permitted)
- Restrict or object to processing
- Withdraw consent at any time
- Complain to the Information Commissioner's Office (ICO)

Website: [www.ico.org.uk](http://www.ico.org.uk)

## **Contact Details**

### **General Data Protection Enquiries**

info@majesticgymnastics.co.uk

### **Welfare Officers**

#### **Pre-School & Recreational Members**

Jenna Anderson

Lucy Williams

Welfare@majesticgymnastics.co.uk

#### **Competitive Members**

Kate Winsor

Teamgymwelfare@majesticgymnastics.co.uk

## **Changes to This Notice**

This Privacy Notice is reviewed annually or sooner if required by changes in legislation or British Gymnastics policy.





British  
Gymnastics  
More than a sport