**HEMEL HEMPSTEAD TOWN CRICKET CLUB**

**PLAYER PROFILE AND REGISTRATION**

**For all players under the age of 18**

* *This form must be completed by the parent or legal guardian of any player under the age of 18.*
* *A separate form must be completed for each player.*
* *This form need only be completed once at registration –* ***it is your duty to inform the club of any changes to the information given***

This form is designed to be completed by the parent, or legal guardian of any player under the age of 18. As the person completing this form, you must ensure each person whose information you include in this form knows what will happen to their information and how it may be disclosed.

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| **Personal details of young player and their parent/legal guardian** |
| Child (under 18) Surname: | First Name:  | Date of Birth: |
| School attended: | School Year: |
| Mother’s (or other) Name:Father’s (or other) Name: | Child’s home address:Postcode: | Home Tel: |
| **Email** |
| Mother:Father: |
| **Mobile phones** |
| Mother: | Father: | Child (if applicable): |
| **Emergency contact details** |
| *In the event of an incident or emergency situation where a parent or legal guardian named above cannot be contacted, please provide details of an alternative adult who can be contacted by the club. Please make this person aware that his/her details have been provided as a contact for the club* |
| Name of an alternative adult who can be contacted in an emergency | Phone number of alternative named adult | Relationship to child (e.g. aunt, grandparent) |
| **Disability** |
| The Equality Act 2010 defines a disabled person as anyone with ‘a physical or mental impairment, which has a substantial and long-term adverse effect on his or her ability to carry out normal day-to-day activities’. |
| Does this child have any physical or mental health conditions or illnesses that have lasted or are expected to last 12 months or more? | Yes / No |
| What is the nature of this impairment *(e.g. visual, hearing, learning)*:  |
| **Sporting information** |
| Has this child played cricket before? | Yes / No |
| If yes, where has this been played? (e.g. school/club/county) |  |
| **Medical information** |
| Please detail below, any important medical information that our managers/coaches/junior co-ordinator need to know. Such as: allergies; medical conditions (for example - epilepsy, asthma, and so on); current medication; special dietary requirements, any additional needs, and/or any injuries. Please indicate if you would like to discuss this privately with us. |
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| Name of doctor & surgery |  |
| Doctor’s telephone number |  |

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| **Consent Statement from parent/legal guardian***Please circle YES where you agree, or NO if you do not agree*  |
| I confirm I have legal responsibility for the child named on this form, and to the best of my knowledge **all information provided on this form is accurate**. I will undertake to **advise the club of any changes** to this information. | *YES**NO* |
| I consent to medical details being shared with coaches/leaders for the purposes of the delivery of my safe participation in the cricket club activity. I give my consent that in an emergency situation, the club may act in my place (loco parentis) if the need arises for the administration of **emergency first aid and/or other medical treatment** which, in the opinion of a qualified medical practitioner, may be necessary. I also understand that in such an occurrence all reasonable steps will be taken to contact me or the alternative adult which I have named in this form. Not providing consent will not affect your child’s membership to the Club, however giving us consent to share this information will help club volunteers to know how to respond effectively in the case of any medical emergency.  | *YES**NO* |
| I agree to the child named above **taking part in the activities of the club**. I understand that I will be kept informed of these activities, e.g. match times and travelling arrangements. | *YES**NO* |
| I consent to my **child U13 being selected to play with adults**. *Please see the ECB Open Age Cricket Policy for more information on juniors playing in open age group cricket*. | *YES**NO* |
| I understand my **child under 18 must wear a helmet** at nets and in matches in accordance with ECB guidelines. | *YES**NO* |
| I consent to the club using **social media** in accordance with ECB Guidance for Clubs on the use of Social Media, Texts and Emails. | *YES**NO* |
| I consent to the club **photographing or videoing** the child’s involvement in cricket in accordance with the ECB Photography and Video Camera Guidelines. If you do not wish to give consent for this please contact us to discuss how we can manage any potential photography. Not giving consent will not affect your child’s membership of the club.  | *YES**NO* |
| Hemel Hempstead Town CC take the protection of the data that we hold about members seriously and will ensure that the data you provide is processed in accordance with data protection legislation. Please indicate here that you have read the full privacy notice attached carefully to see how the Club will treat the personal information that you provide to us. | *YES**NO* |
| I have seen the club’s **Code of Conduct** and agree to abide by these rules. | *YES**NO* |
| If my child is playing or a Grand Union team, I consent to the information on this form being shared with appropriate individuals at Boxmoor Cricket Club on the same basis as it is used by Hemel Hempstead Town Cricket Club. | *YES**NO* |
| **Signed parent/legal guardian:** |
| Printed name: Date: |

**Privacy Notice**

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Under new laws which came into effect in May 2018, we need to provide you with certain details concerning how your personal data will be used and protected.

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| Hemel Hempstead Town Cricket Club take the protection of the data we hold about you as a member seriously and are committed to respecting your privacy. This notice is to explain how we may use personal information we collect and how we comply with the law on data protection, what your rights are. |

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| **Names of data controller** | Hemel Hempstead Town Cricket Club |
| **Categories of personal data we collect** | * Name and date of birth
* Contact details
* Medical/specific requirements information
* Disability information
* Emergency contact details
* Sporting experience information
* Video/Photography agreement
* Participation agreement
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| **Our sources of the personal data**  | We obtain personal data from: * The parent/legal guardian registering a child to join the club
* Club coaches and junior co-ordinator
* Medical practitioners
* Play cricket database
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| **Automated decisions we may take** | None |
| **Purposes for which we process personal data** | The club will process the personal data for:* Administering bookings and attendance at sessions
* Dealing with medical needs/specific requirements
* Supporting the delivery of cricket sessions
* For training and competition entry Reporting of participation and any incidents and of figures and trends (including equality and inclusion information)
* For quality and improvement monitoring
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| **Who we will disclose your personal data to** | * Leagues
* The ECB
* Coaches and junior co-ordinators for administrating training sessions
* Volunteers who work at cricket clubs/venues to support the delivery of sessions.
* The County Cricket Board (Hertfordshire Cricket Limited) that supports the Hemel Hempstead Town Cricket Club whose programmes you have registered for.
* Hertfordshire Cricket Limited, Hertfordshire Clubs Area Cricket and/or Dacorum District Cricket if your child is nominated by the club for a trial.
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| **Legal basis for processing your personal data** | The legal basis for the collection and processing of your personal data is:* **for administration and programme delivery:** that it is necessary to fulfil the contract that you are going to enter into or have entered into with us
* **for dealing with medical needs:** that you have given your explicit consent or in the child’s vital interests.
* **in all other cases:** that it is necessary for our legitimate interests which are to build a programme to encourage participation in cricket and does not prejudice or harm rights and freedoms of parents / guardians or the children that join the programme.
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| **Your right to withdraw consent** | Where you have given your consent to any processing of personal data, you have the right to withdraw that consent at any time. If you do, it will not affect the lawfulness of any processing for which we had consent prior to your withdrawing it. |
| **Location of your personal data** | The Club will keep your personal data within the European Economic Area. |
| **How long we will keep your personal data for**  | We will not retain your personal data for longer than is reasonable and necessary for the purposes for which it was collected. We shall retain your personal data for such time as you are registered with Hemel Hempstead Town Cricket Club as a member. One year after you cease to be a member of Hemel Hempstead Town Cricket Club or play an active part in Hemel Hempstead Town Cricket Club, we shall delete your data. |
| **Your rights in respect of your personal data** | You have the right of access to your personal data and, in some cases, to require us to restrict, erase or rectify it or to object to our processing it, and the right of data portability.  |
| **Our contact details** | **mail.** Hemel Hempstead Town Cricket Club Station Road Hemel Hempstead HP1 1JZ**email.** rsgrayson5@gmail.com**website.** www.hhtcc.co.uk |
| **Complaints** | If you have any concerns or complaints about how we are handling your data please do not hesitate to get in touch with the club. You can also contact the Information Commissioner’s Office. |

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