

Motherwell FC Community Trust (MFCCT) Privacy Notice & Terms & Conditions of Participation

Privacy Notice

This privacy notice tells you what to expect when MFCCT collects personal information. We may change this policy by updating this page. You should check from time to time to ensure that you are happy with any changes. This policy is effective from 01 January 2026.

MFCCT is committed to process any personal information it holds only in ways that are fair, transparently and meet its legal obligations, in other words, in accordance with the Data Protection Act and its successor the General Data Protection Regulations (GDPR). MFCCT will take particular care over email addresses which in addition to the GDPR are subject to the Privacy and Electronic Communication Regulations (PECR).

Data protection principles

The legislation sets out various data protection principles. These include that personal information is: - used fairly and lawfully - used for limited, specifically stated purposes - used in a way that is adequate, relevant and not excessive - accurate - kept for no longer than is absolutely necessary - kept safe and secure - not transferred outside the European Economic Area without adequate protection Your rights The legislation conveys various individual rights. These include the following: - The right to be informed - The right of access - The right to rectification - The right to erase - The right to restrict processing - The right to data portability - The right to object - Rights in relation to automated decision making and profiling. The sections towards the end of this Privacy Notice let you know how you can exercise your rights. You can read more about your rights at <https://ico.org.uk/for-the-public/>.

Information MFCCT processes

The following sections describe the information that MFCCT collects and how it is processed. The sections are split according to the type of information.

Legal basis for processing

The legislation requires that there is a clear legal basis for processing personal information. In general MFCCT relies on the individual's consent in order to process their data. Where there are exceptions such as a legal obligation, contractual agreement or MFCCT's legitimate interest,

they will be noted below. Please note that if consent is withdrawn the level of service that we can offer might be severely curtailed.

Community Participants

We collect participants' name, age, contact details (postal and email), email address, emergency contacts and medical information, as well as photographic consent.

We will retain this personal data for no longer than the period of time needed for the purposes that we collected the data and for as long as we have legal grounds to retain it. There is no fixed period after which all record of your personal data will be deleted as this will depend on the circumstances and the purposes of the processing but we will take steps and maintain policies to keep retention under proper review. We will not seek your consent before deleting any personal data.

Data Retention

We will retain your personal data for no longer than the period of time needed for the purposes that we collected the data and for as long as we have legal grounds to retain it. There is no fixed period after which all record of your personal data will be deleted as this will depend on the circumstances and the purposes of the processing but we will take steps and maintain policies to keep retention under proper review. We will not seek your consent before deleting any personal data.

Forms

There are various forms on the website and booking systems used to collect information. That information is only used for the stated purposes which are described in the relevant sections of this Privacy Notice.

Payments

PayPal and Stripe are used to take payments. Only sufficient information to complete the payment is shared with PayPal. For more information see the Suppliers / 3rd Parties section of this Privacy Notice.

Website visitors

When someone visits motherwellfcct.co.uk we use a third party service, Google Analytics, to collect standard internet log information and details of visitor behaviour patterns. We do this to find out things such as the number of visitors to the various parts of the site. This information is only processed in a way which does not identify anyone.

Links to other websites

This Privacy Notice does not cover the links within this site linking to other websites. We encourage you to read the privacy statements on the other websites you visit.

Suppliers / 3rd parties

Use of data processors

Data processors are third parties who provide services for us. We have contracts in place with our data processors. This means that they cannot do anything with your personal information unless we have instructed them to do it. They will not share your personal information with any organisation apart from us. They will hold it securely and retain it for the period we instruct. The following is a list of our main data processors. There may be others from time to time.

Website hosting

We use a third party service, kualo.com, to host our website. Kualo.com are contractually obliged to treat any information on our private website as confidential and only use such information for the purpose of providing us with web hosting.

PayPal and Stripe

Where PayPal or Stripe is used to take payments, only sufficient information to complete the purchase is shared with PayPal or Stripe. MFCCT does not see nor retain your credit card details since these are handled by PayPal or Stripe.

International Data Transfers

Your personal information will be stored in the EU and in accordance with the GDPR. The GDPR applies to EU residents. If we share personal information of EU residents with suppliers or 3rd parties outside of the EU we will ensure that they meet the requirements of the GDPR. We are committed to complying with the data regulations of non-EU residents according to their jurisdiction.

Security

MFCCT has implemented technical and organisational security measures to protect your personal data against unauthorised access, loss or misuse.

Complaints or queries

MFCCT tries to meet the highest standards when collecting and using personal information. For this reason, we take any complaints we receive about this very seriously. We encourage people to bring it to our attention if they think that our collection or use of information is unfair, misleading or inappropriate. This privacy notice was drafted with brevity and clarity in mind. It does not provide exhaustive detail of all aspects of our collection and use of personal information. However, we are happy to provide any additional information or explanation needed. Any requests for this should be sent to the address below. Confidentiality will be preserved during the investigation of a complaint to safeguard the interests of everyone concerned unless disclosure is necessary to progress the complaint. If you want to make a complaint about the way we have processed your personal information, please contact us in writing to the address provided below.

Access to personal information

MFCCT tries to be as open as it can be in terms of giving people access to their personal information. Individuals can find out if we hold any personal information by asking. This is formally known as a 'subject access request' under the Data Protection Act 1998. If we do hold information about you we will: - give you a description of it. - tell you why we are holding it. - tell you who it could be disclosed to. - let you have a copy of the information in an intelligible form. To make a request to the MFCCT for any personal information we may hold you need to put the request in writing to the address provided below. If you agree, we will try to deal with your request informally, for example by providing you with the specific information you need over the telephone. If we do hold information about you, you can ask us to correct any mistakes. We may make a charge of up to £10 for a request.

Disclosure of personal information

Except as described in this Privacy Notice we will not disclose personal data without consent.

Legal Obligation

We may disclose your information to governmental agencies or entities, regulatory authorities, or other persons in line with any applicable law, regulations, court order or official request.

How to contact us

E-mail: community@motherwellfc.co.uk with the subject heading "Data Protection"