



Hope Sports Club

www.hopesportsclub.co.uk

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HOPE SPORTS CLUB

CCTV POLICY

Adopted 5th October 2020

- 1) CCTV is for the protection of the users of the ground and our members, protecting our liability, enforce our rules, preventing criminal activity evidence collection, and any other purposes approved by the management committee by a simple majority. Alterations will be posted on the website.
- 2) Storage of information is in a locked area with limited access. The equipment is covered by a password.
- 3) Only four people have the password to view the data
- 4) Nobody routinely views the footage, except monthly either before or after our management meeting to make sure it is working. We may routinely view the recordings if we have maintenance issues. Viewing will be recorded in the provided book.
- 5) We will only release data for reasons listed in No 1 of this policy and only routinely to the police with an official request backed up in writing via email text or similar method IF AT ALL POSSIBLE. ANY other release can ONLY be done with the explicit consent of the management committee. This means we will ask the question and must get a positive response BEFORE that action is taken. No response cannot be taken as permission to release data. This is in line with GDPR requirements.
- 6) We are committed to NOT using this footage to watch you going about your lawful and allowed activities on the field. It WILL be used responsibly to initially advise where possible and THEN enforce our rules and the law.
- 7) We will not routinely use networking unless we need external input. This will be recorded.
- 8) Recordings will not be kept longer than 12 months unless required for reasons listed in No 1.