BRITISH TAEKWONDO COUNCIL

Safeguarding – Protecting Children Policies and Procedures

Version	***Author***	***Date***	***Review Date***
1	K Beddows	February 2014	February 2017
2	D Sutherill	February 2017	February 2020
3	D Sutherill	October 2022	October 2025

DATA PROTECTION POLICY

PURPOSE

The Data Protection Act 2018 regulates how personal data about individuals can be held, stored and used.

AIM

The aim of the act is to ensure that the individuals fundamental rights and freedoms, and in particular their right to privacy, is adequately protected in the light of rapid technological advances that have transformed the way information can be collected stored and used.

REFERENCE

Data Protection Act 2018
http://www.dataprotection.gov.uk

PROCEDURE

The BTC will process individual's personal data fairly and lawfully and ensure that appropriate measures are taken to protect against unauthorised or unlawful processing of personal data and against accidental loss of, or damage to, personal data.

BTC needs to keep information about you for purposes connected with being a recognised governing body Instructor. The sort of information that is held includes information for contact names and addresses, DBS Disclosures relating to your checks with the BTC.

The information we hold will be for our management and administrative use only but we may from time to time need to disclose some information we hold about you to relevant third parties (e.g. where legally obliged to do so by the Inland Revenue/Police and where requested to do so by yourself for the purpose of giving a reference).