MEMBERSHIP DATA RETENTION AND DELETION POLICY

Version 1.0

Version History		
Version	Summary of amendments/changes	Published Date
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Contact Information	
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Introduction

This policy outlines how we handle and process your personal data during and after your membership with us. Ensuring the privacy and security of your data is our priority.

Data Retention

General Membership Data

- When your membership is not renewed, your data is marked as lapsed by JustGo.
- After two years from the date of lapse, your account will be automatically marked as inactive.
- Once an account is inactive, we will delete your account and all associated data.

Coach Data

- f you are a coach, we will retain your data for five years from the date your membership lapses.
- If you have not renewed your membership after five years, the Independent Gymnastics Association (IGA) will email you your certificates and notify you of the impending account deletion.
- Following this notification, we will delete your account and all associated data.

Data Deletion

- Accounts marked as inactive will be purged from our systems, ensuring no personal data is retained beyond the specified retention period.
- Coaches will receive an email notification with their certificates prior to data deletion at the five-year mark.

Member Rights

- You have the right to request access to the data we hold about you at any time. It's vital to know that the Data taken at membership sign up is the only data we hold.
- You can request correction or deletion of your data before the automatic deletion period.
- For any inquiries or actions related to your data, please contact our data protection officer at info@igauk.com

By maintaining your membership with us, you acknowledge and agree to the terms outlined in this Data Retention and Deletion Policy. Your continued trust is important to us, and we are committed to protecting your personal data.