



Aboyne Golf Club  
Formaston Park  
Aboyne  
Aberdeenshire  
AB34 5HP

1<sup>st</sup> November 2017

## **Privacy Policy – Aboyne Golf Club website**

A warm welcome to the Aboyne Golf Club website ([www.aboynegolfclub.co.uk](http://www.aboynegolfclub.co.uk)).

At Aboyne Golf Club we consider the privacy of our members, their guests and visitors to our website to be extremely important. This document outlines the types of personal information we receive and collect when you use the Aboyne Golf Club website as well as some of the steps we take to safeguard information. We hope this will help you make an informed decision about sharing personal information with us.

The Data Protection Act 1998 (the Act) contains rules designed to protect your privacy. We are registered as a Data Controller for the purpose of the Act and must comply with the Act.

Aboyne Golf Club strives to maintain the highest standards of decency, fairness and integrity in all our operations. Likewise, we are dedicated to protecting our members, their guests and online visitors' privacy.

## **Personal Information**

Aboyne Golf Club collects personally identifiable information from the visitors to our website only on a voluntary basis. Personal information collected on a voluntary basis may include name, postal address, email address, company name and telephone number.

This information is collected if you request information from us, participate in a competition at the club, and sign up to join our email list or request some other service or information from us. The information collected is internally reviewed, used to improve the content of our website, keep our visitors informed of updates, and respond to visitor enquiries.

Once information is reviewed, it is discarded or stored in our files. If we make material changes in the collection of personally identifiable information we will inform you by placing a notice on our site. Personal information received from any visitor will be used only for internal purposes and will not be sold or provided to third parties.

All information that we collect about you will be kept confidential with the following exceptions:

- information stored in the Members' Area will be available for other members to use in accordance with the agreed guidelines. You can withdraw your consent to this use of your information at anytime by **click on this link** to use the Contact Us Enquiry page.
- to enforce or apply any of the terms of our website use policy;
- if disclosure is required or permitted by law; or
- if we sell or buy any business or assets, in which case we may disclose your personal data to the prospective seller or buyer of such business or assets.

We collect and process information to help us to better understand the needs and interests of our members and visitors and to improve the functionality of our Website. We will process your personal information to provide club services to members including:

- to provide you with information relating to the club or associated events;
- to identify you in an online list of members in the Members' Area available to other members of the club;
- to tailor the functionality/presentation of the Website and to make improvements to the Website;
- to monitor use, including number of visits to our Website and locational data; and
- to identify and block disruptive use.

In no circumstances will your personal information be used by us for direct or indirect marketing purposes.

### **Where we store your personal information**

We will store the data that we collect about you on our secure servers which are located exclusively within the United Kingdom.

We do our best to protect your personal information but unfortunately the transmission of information via the internet is not completely secure. We cannot guarantee secure transmission of your information to our Website, but once we are in receipt of it we use strict procedures and security features to try to prevent unauthorised access.

### **Members Area**

You should change your password the first time that you log in to the Members' Area. You are responsible for keeping your password to the Members' Area secure and confidential. If you share this password with anyone else, you will be in breach of this Privacy Policy.

### **Use of Cookies and Web Beacons**

On our website we may use cookies to help personalise your online experience of our site. We store information about visitors' preferences, to record user-specific information on which pages the site visitor accesses or visits, and to personalise or customise our web page content based upon visitors' browser type or other information that the visitor sends via their browser.

Cookies are identifiers that are transferred to your computer's hard drive through your web browser to enable our system to recognise your browser.

The purpose of a cookie is to tell the web server that you have come to the site for the first time, or have returned to a specific page. If you personalise the site's pages, or register with any of our site's services, a cookie enables Aboyne Golf Club to recall your specific information on subsequent visits.

You have the ability to accept or decline cookies by modifying settings in your browser; however, if you choose to decline cookies, you may not be able to fully experience the interactive features of the site.

A web beacon is a transparent image file used to monitor your journey around a single website or collection of sites. They are also referred to as web bugs. They are commonly used by sites that use third-party services to monitor traffic. They may be used in association with cookies to understand how visitors interact with the pages and content on the pages of a website.

Browsers can be set to accept or reject cookies automatically, or notify you when a cookie is being requested. Privacy software can be used to override web beacons. Taking either of these actions should not cause a problem with our site, should you so choose.

### **Links to other websites**

From time to time, our Website may contain links to websites operated by third parties. Please note that if you follow one of these links you will leave our Website and this Privacy Policy will no longer apply.

### **Children's Online Privacy Protection Act**

We believe it is important to provide added protection for children online. This website is directed to adults; it is not directed to children under the age of 13.

We operate our site in compliance with the Children's Online Privacy Protection Act, and will not knowingly collect or use personal information from anyone under 13 years of age.

We encourage parents and guardians to spend time online with their children to observe, participate in and/or monitor and guide their online activity. If a parent or guardian believes that Aboyne Golf Club has in its database the personally-identifiable information of a child under the age of 13, please contact us immediately and we will use our best efforts to promptly remove such information from our records. Please [click on this link](#) to use the Contact Us Enquiry page.

### **Non-Personal Information**

In some cases, we may collect information about you that is not personally identifiable. We use this information, which does not identify individual users, for trend analysis, to administer the site, to track users' movements around the site and to gather demographic information about our user base. The information collected is used solely for internal review and not shared with other organisations for commercial purposes.

### **Release of Information**

If Aboyne Golf Club changes ownership, the information we have obtained from you through your voluntary participation on our site may transfer to the new owner as a part of the sale in order that the service being provided to you may continue. In that event, you will receive notice through our website of that change in control and practices, and we will make reasonable efforts to ensure that the purchaser honours any opt-out requests you might make of us.

### **How You Can Correct or Remove Information**

We provide this privacy policy as a statement to you of our commitment to protect your personal information. If you have submitted personal information through our website and would like that information deleted from our records or would like to update or correct that information, please [click on this link](#) to use the Contact us Enquiry page.

### **Updates and Effective Date**

Aboyne Golf Club reserves the right to make changes in this policy. If there is a material change in our privacy practices, we will indicate on our site that our privacy practices have changed and provide a link to the new privacy policy. We encourage you to periodically review this policy so that you will know what information we collect and how we use it.

## **Agreeing to Terms**

This privacy policy applies only to our online activities and is valid for visitors to our website and regarding information shared and/or collected there. This policy does not apply to any information collected offline or via channels other than this website.

If you do not agree to Aboyne Golf Club Privacy Policy as posted here on this website, please do not use this site or any services offered by this site.

## **Governing Law**

This Privacy Policy and any dispute or claim arising out of or in connection with them or their subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with Scottish law.

The courts of Scotland will have exclusive jurisdiction over any claim arising from, or related to our Website.

**The Council  
Aboyne Golf Club  
1<sup>st</sup> November 2017**