



Hull & East Riding Chess Association (Registered Charity 1155858)

Privacy Policy

Introduction

The Hull & East Riding Chess Association (HERCA) is committed to protecting and respecting your privacy. Please read the following carefully to understand our views and practices regarding your personal data and how we will treat it. If you have any queries about this policy or how we use your personal information, please contact the data controller below.

This policy is owned by HERCA Head of Governance and sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us. For the purpose of the UK General Data Protection Regulation 2016 under the Data Protection Act 2018 as it applies to the UK, the data controller is HERCA. Our nominated person for data protection is the HERCA General Secretary, Keith Porteous (email: keithporteousinhull@yahoo.co.uk).

Scope

This policy applies to all HERCA members, all HERCA-affiliated organisations and all HERCA-organised events.

This policy is not applicable to any affiliated organisation with their own documented and publicly available privacy policy (or equivalent), such as school chess clubs or chess held in libraries.

This policy also applies to any non-HERCA members who have consented to being notified about aspects of chess which interest them or have registered for a HERCA-organised event. The registration process will provide further details regarding how personal data is used, including the sharing of information with other organisations.

Private chess tuition is outside the scope of this policy. It is the child's parent / guardian's responsibility to ensure that any private chess tuition held either in person or online is conducted in a safe and responsible manner. If requested, HERCA will provide details of local chess coaches who are English Chess Federation (ECF) Registered Coaches and have been Criminal Records checked.

Your consent

We require your express consent to use your personal information for certain purposes. For HERCA members we obtain your consent by asking you to complete and return a Membership Application Form for HERCA and its Affiliated Clubs. By positively signing and returning the form to HERCA Lead for Competitions, Teams & Rules, you consent to HERCA processing your personal information in accordance with the terms and conditions of this Privacy Policy. In particular those aspects of how we use this information as set out below.

For non-HERCA Members we obtain your consent when you register to enter or attend one of our events (e.g. Hull Rapid Play, HERCA Summer School). Your consent automatically expires once all activities associated with that event have been completed, unless you have requested for HERCA to notify you of future events organised by ourselves. The event organiser will be the data controller for that event.

UK GDPR requires that all consent for juniors under 13-years old is through their parents / guardians. HERCA will only retain the child's name, gender and date of birth in order to identify them, ensure their eligibility for junior membership, for entering competitions and for calculation of their ECF rating.

If an adult or child has a reduced capacity to give consent due to additional needs (e.g. learning disabilities or some mental health conditions), then consent will be obtained through their parents / guardians. HERCA will only retain the individual's name, gender and date of birth in order to identify them, ensure their eligibility for junior membership, for entering competitions and for calculation of their ECF rating.

How we collect information

We obtain personal information for HERCA members directly from yourself or, if you have given permission, through the secretary of your affiliated organisation to enable you to participate in HERCA events, inform you of what happening within HERCA, notify you of chess-related matters and keep your details up to date.

We obtain personal information for non-HERCA members directly from yourself in order to notify you of HERCA events and other aspects of chess that you have requested information on.

We also obtain personal information to enable HERCA to work with other chess organisations (e.g. English Chess Federation, Yorkshire Chess Association, Four Nations Chess League, Chess in Schools and Communities), public organisations (e.g. council, schools, libraries, festivals) and our sponsors to deliver the stated objectives of the charity. In most cases the personal information is publicly available.

What information may be collected and why

The personal information we collect is defined in Attachment A along with the reason for collecting it.

We want to ensure that your personal information is accurate and up to date. If any of the information that you have provided to us changes - for example, if you change your e-mail address or telephone number please contact us.

How do we use your information?

We will use your personal information to:-

- Enable the smooth running and administration of all events involving HERCA members and HERCA-affiliated organisations;
- Provide you with information about future events, products and services we think may be of interest to you, including third party events, products and services.

Web audience information from our website

We partner with Microsoft and Google to capture how you use and interact with our website through behavioural metrics, heatmaps, and session replay to improve and market our products / services. Website usage data is captured using first and third-party cookies and other tracking technologies to determine the popularity of products / services and online activity. Additionally, we use this information for site optimization, fraud / security purposes, and advertising. In order to gather this information we use cookies and similar technologies. This policy refers to both 'cookies' and 'similar technologies' as cookies.

What are cookies?

Cookies are small data files websites store on your device to improve your user experience by enabling that website to 'remember' you, either for the duration of your visit (using a 'session cookie') or for repeat visits (using a 'persistent cookie'). Cookies do lots of different jobs, like letting you navigate between pages efficiently, storing your preferences, and generally improving your experience of a website. Cookies make the interaction between you and the website faster and easier. If a website doesn't use cookies, it will think you are a new visitor every time you move to a new page on the site.

Cookie Controls

Although Cookies are generally quite harmless, some people find the idea of a website storing information on their device a bit intrusive. In order to give control to our visitors we have implemented a Cookie Settings popup when our visitors first visit our website. This enables the visitors to accept or reject those cookies.

You can accept all the cookies that we use by clicking on the 'Accept all' button on our cookie settings popup. If you'd rather decide what cookies are set, you can choose this using the tick boxes.

You can opt out of all our cookies (except the strictly necessary ones) by clicking the 'Reject all' button on our cookie settings popup.

Financial Payments and Records

We only collect bank account details if HERCA needs to make payment of expenses or money owed by bank transfer. In such cases details are stored on banks online system and protected by the banks security and privacy procedures. All records of bank details are destroyed as soon as they are set up on the system.

Entry fees for some HERCA events are made through the HERCA website portal which is powered by PayPal. As a result HERCA does not have access to credit card details.

Social Media

Individuals who sign up to HERCA social media (e.g. Facebook) are governed by the social media groups own Privacy Policy (or equivalent) which individuals must agree to as part of the registration process.

Instances in which we may share your information

We may share your personal information with national chess playing organisations (e.g. English Chess Federation and Four Nations Chess League) and regional chess organisations (e.g. Yorkshire Chess Association, Yorkshire Junior Chess Association and Northern Counties Chess Union) in order to establish your identity and eligibility for chess events, enable match pairings, record match results and enable ECF grading to occur.

We may share your personal information with our partners such as Chess in Schools and Communities (CSC) and contractors and suppliers who provide services on our behalf, to the extent necessary to enable you to receive those services, and with any associated organisations and agents for the purposes described above.

We may also need to disclose your information if required to do so by law or as expressly permitted under the applicable legislation.

Sharing information with the English Chess Federation (ECF)

For ECF-rated events organised by HERCA (internal HERCA competitions or national / international tournaments), the HERCA event organiser must provide the ECF with details of teams, players, match pairing and fixture dates.

Each player has a unique grading reference which consists of their name and date of birth. All the information has to be provided to the ECF for each event. Any inconsistencies in the information at different events cause the creation of a different grading reference for the same individual.

The ECF also uses a player's date of birth to establish their age. The ECF have separate formulas for grading adults and juniors (under 18-years old). The formula for grading juniors is based on their age and allows for their expected improvement over the grading period.

Match results and tournament winners are published by HERCA and are publicly available on the some chess websites (e.g. HERCA, ECF League Management System (LMS), chess-results.com), social media (e.g. Facebook), HERCA newsletters / reports and chess magazines.

Sharing information with the Other Chess Organisations

In order for HERCA members, teams and affiliated organisations to participate in chess events organised by other chess organisations, HERCA or its affiliated organisation must provide details of their teams and players. The player's details consist of their name, ECF reference, ECF membership number, chess federation membership and date of birth for those individuals without chess federation membership. You should particularly note that if you are a:-

- Trustee or Officer of the Charity, then your contact details may be passed on to other organisations for purposes directly connected with operating the Charity and running its events.
- Trustee or Officer of the Charity or a representative of an HERCA-affiliated organisation, your contact details may appear in the HERCA handbook, which will be placed on the HERCA website.
- A secretary of a HERCA-affiliated organisation, your contact details will appear in HERCA publicity material.

Competition and match results are published by the event organiser (e.g. Yorkshire Chess Association, Four Nations Chess League) and can appear on chess-results.com and in chess magazines.

Online Chess

HERCA and its affiliated organisations use recognised chess platforms such as Lichess.org and Chess.com for playing chess online. All activities on these chess platforms are governed by their own Privacy Policy (or equivalent) which individuals must agree to as part of the registration process for that chess platform.

In order for HERCA members, teams and affiliated organisations to participate in online chess events it is necessary to share the participant's username to arrange match pairings and record match results.

Usernames may also be shared with HERCA Chess Coaches in order to enable game(s) to be downloaded and analysed later to help improve the players' development. In these circumstances, none of the players' games will be published or shared outside of HERCA without the players' consent.

Videos and Photographs

Occasionally, HERCA and its affiliated organisations will want to take videos or photographs at organised events for publicity purposes. These will be displayed on HERCA / Club website, social media (e.g. Facebook) or newsletters / reports.

The event organisers will always notify attendees if video or photographs are being taken. It is the responsibility of the event attendees or the child's parent / guardian to inform a HERCA / Club representative if they do not want their image to be taken or their voice recorded.

How do we protect your personal information?

Your personal information is held in a password-protected file(s) or storage device(s). We take appropriate measures to ensure that the information disclosed to us is kept secure, accurate and up to date and kept only for so long as is necessary for the purposes for which it is used. However, you should be aware that the use of the internet is not entirely secure and although we will do our best to protect your personal data we cannot guarantee the security or integrity of any personal information which is transferred from you or to you via the Internet.

Some of the personal information (e.g. HERCA membership details) is securely stored online to enable HERCA Trustees to easily update and share the information. However, the online platform provider may be required to disclose this personal information if requested by the regulator.

Strong Passwords for Protected Files

The password should be at least 12 characters long (the longer the better). This should consist of uppercase letters, lowercase letters, numbers and special symbols as this makes it harder to crack.

Encryption for Password Protected Files and Storage Devices

All password-protected files and password-protected storage devices shall be encrypted to meet current standards as FIPS 140-3 and FIPS 197.

Your rights

You have the right to ask us not to process your personal data for purposes outlined in this policy. You also have the right to ask for a copy of the information we hold about you and to have any inaccuracies in your information corrected. If you wish to exercise these rights, contact us using the contact details at the end of this policy.

You may ask us, or we may ask you, to rectify information you or we think is inaccurate, and you may also ask us to remove information which is inaccurate. If you inform us that your personal data is inaccurate, we will inform relevant third parties with whom we have shared your data so they may update their own records.

You have a right to obtain your personal data from us and reuse it for your own purposes, perhaps for another service, without hindering the usability of the data.

You have a right to seek the erasure of your data (often referred to as the 'right to be forgotten'). You may wish to exercise this right for any reason, for example where it is no longer necessary for us to continue holding or processing your personal data you may withdraw your consent. You should note that we are entitled to and reserve the right to retain your data for statistical purposes.

You have a right to prevent us from processing your data for the purposes of promoting clubs, products and services. If you would like us to stop using your personal data for this purpose, or if you would like to exercise any of your rights above, please contact us. We will act in accordance with your instructions as soon as reasonably possible and there will be no charge.

Document Retention and Destruction

The duration for which we retain your personal information will differ depending on the type of information and the reason why we collected it from you.

Personal information for HERCA Trustees, Officers, Chess Coaches, Chess Arbiters and First Aiders will be retained indefinitely for historical reasons and in order to demonstrate competency for the role(s) undertaken and comply with insurance requirements. The ECF Block Insurance Facility requires that the HERCA must securely retain for no less than 30 years:-

- a) Employment and engagement applications, references, identity verification, records of criminal records bureau or similar statutory disclosure sheets and related correspondence in respect of:
 - i) Its protection policy, revisions and records of its protection policy training delivered to any person working for it or on its behalf in a care role or having unsupervised access to any child or vulnerable group in its care.
 - ii) Its accident and incident registers records of any alleged, actual or threatened abuse, assault or molestation and action taken including notifications to the appropriate authorities.
 - iii) All referral, assessment, treatment and care plans and related correspondence for any child or vulnerable group in its care.

There are some special situations where records may need a longer retention period; legal advice will be taken if appropriate. Files will be clearly marked with the reasons for the extension period.

Information on attendance, results of events and your performance in them will be retained indefinitely as an historical record. The winners of HERCA trophies and awards are displayed on the trophies and published on some

chess websites (e.g. HERCA, ECF LMS, chess-results.com), social media (e.g. Facebook), HERCA newsletters / reports and chess magazines. In some cases it will be necessary for HERCA to retain the individual's contact details in order for the trophies / awards to be returned the following year. Financial records (eg invoices and receipts) may be retained for auditing and tax purposes.

Personal information for all other HERCA members will be destroyed once the individual ceases to be a member of the association unless the information is required for dealing with feedback or complaints. There are some special situations (e.g. insurance, safeguarding) where records may need a longer retention period; legal advice will be taken if appropriate. Files will be clearly marked with the reasons for the extension period.

Personal information for non-HERCA members is automatically destroyed once all activities associated with the HERCA event have been completed, unless the individual has requested for HERCA to notify them of future events. In some cases it will be necessary for HERCA to retain the individual's contact details in order to send competition prizes (e.g. trophies / awards, prize money) and certificates of achievement after the event has been completed.

When the retention period is finished, confidential records shall be incinerated or shredded in the presence of a HERCA Trustee or entrusted to a firm specialising in the destruction of confidential material. At the same time any electronic versions of the record shall be purged. Whilst awaiting destruction, all confidential records shall be labelled confidential and held in a secure location.

Policy Review

The HERCA Privacy Policy will be reviewed annually or sooner if legislation has been updated.

The review will be led by Head of Governance with assistance from Trustees and Officers of the charity. A report will be presented to the HERCA Executive Committee by end October each year. The privacy policy will be updated and re-issued if required.

Changes to this policy

Any changes we may make to our privacy policy in the future will be agreed by the Trustees of the Charity. The updated policy will be available on the HERCA website.

Any changes on the type of data collected and how data is processed will be notified to the individuals concerned by e-mail. Separate arrangements will be made to notify anybody without e-mail or an internet connection.

Contact

If you have any questions about this policy or how we use your personal information, please contact us by e-mail to graham.chesters@icloud.com or by post to President, HERCA, 35 Newland Park, Hull, HU5 2DN.

Signature Sheet(s)

All trustees and officers of HERCA should read and sign below to confirm that they have read the HERCA Privacy Policy.

Please sign and date below:-

Name:	HERCA Position(s) Held:	Signature:	Date:
Graham Chesters	Trustee, President and Lead for Community Chess		
Keith Porteous	Trustee & General Secretary		
Graeme Reid	Trustee & Treasurer		
Chris Matthews	Trustee & Lead for Junior Chess		
Richard Atkinson	Trustee, Head of Governance, Lead for Safeguarding & Junior Chess Secretary		
Douglas Vleeshhouwer	Trustee and Lead for Competitions, Teams & Rules		
David Atkin	Trustee		
Andrew Bettley	Trustee		
Derek Sheppard	Trustee		
Steve Thrower	Trustee		

Change History

Version	Date	Summary of Changes	Author
1	May 2018	Initial version of Privacy Policy.	Stephen Greep
2	Nov 2023	<p>Scope of the policy defined for clarification.</p> <p>Text clarified regarding how consent is obtained.</p> <p>Text expanded to clarify and explain how information is collected and shared.</p> <p>Sections added for financial payments and records, social media, online chess, video & photographs, strong passwords and encryption for password-protected files / storage devices, policy review and document retention and destruction.</p> <p>Text expanded on how personal information is protected.</p> <p>Clarification added to how changes in the policy are handled.</p> <p>Introduction of Signatory Sheet(s) and document Change History</p> <p>Introduction of Attachment A to explain what information HERCA may collect, why we collect it and the lawful basis for processing the information.</p>	Richard Atkinson

Attachment A

What information may be collected and why

Adult HERCA Members and Junior HERCA Members over 13-years old

This is the information that may be collected:-

Information	Why we collect it	Lawful bases for processing data
Name	To identify the person.	Consent To allow HERCA to administer any membership you have with us and manage our relationship with you. Legal Obligation HERCA is a registered charity and the Charity Commission requires HERCA to keep a record of all its members. Legitimate Interests To facilitate competitive chess matches and to differentiate between people with the same name.
Title / Gender*	To identify their title / gender (some competitions are gender specific or have gender competition prizes).	
Date of Birth	To identify their age (some competitions have age restrictions) and for calculation of ECF ratings (different formulas for adults and juniors).	
Membership Details	To identify HERCA members.	
Address*	To identify their location in order to inform them of local chess events. To enable prizes (e.g. cheques) or chess certificates from HERCA-organised events to be posted to you.	
E-mail Address	To notify members regarding changes within HERCA and to contact members about current & future events.	
Telephone Number	To allow affiliated organisation members to communicate with each other in order to arrange chess events and transportation to and from events. Note, e-mail is the preferred method of contact, but some members do not have internet access.	
School	To identify which schools have chess clubs so that HERCA can promote affiliated organisations and local competitions / events. HERCA may hold of the following information on the school chess club:- <ul style="list-style-type: none"> • Contact details for school chess club (Head of School and / or member of staff). • Normal day and time for chess club. • Approximate number of children attending the school chess club and school chess events. • Name of HERCA member(s) and / or teachers providing chess coaching in the school, along with any documentation necessary to obtain clearance for working in the school. • Any chess information that is publicly available (e.g. participates in school chess tournament or HERCA chess teams). 	Legitimate Interests In order to notify schools of local chess organisations and any school chess competitions or events. In order to provide assistance to the school chess club (e.g. HERCA chess coach), if requested.
Special Chess Requirements	To identify any special chess requirements which HERCA needs to be aware of (limited mobility, blindness, deafness, etc).	Legitimate Interests To make chess inclusive and enable suitable adjustments to be made (if reasonably practicable)
Affiliated Organisation	To administer subscriptions to HERCA To identify which affiliated organisations the member belongs to. Members can only play for one affiliated organisation in any single HERCA competition.	Legitimate Interests To administer HERCA subscriptions and individual / team competitions.
Chess Information	To identify attendance, enable match pairing, identify match results and awards, chess ratings, ECF and chess federation membership for HERCA-organised competitions and events.	Legitimate Interests To administer chess competitions and events.
Feedback and Complaints	To record details of any feedback and complaints.	Legitimate Interests To address any problems highlighted and improve the services provided.
Insurance Claims	To record any information associated with potential insurance claims. This would include details of any accidents or incidents whilst working for HERCA or participating in HERCA events.	Legal Obligation In order to deal with potential insurance claims.

*Non-essential information, but may restrict members' involvement if not provided.

In addition, the following information may be collected for HERCA members who are Trustees or Officers of the Charity or provide Chess Coaching, Chess Arbiting or First Aid Cover on behalf of HERCA:-

Information	Why we collect it	Lawful bases for processing data
Competency for Trustees / Officers	If you are a trustee or officer of the Charity, HERCA may hold details of your qualifications and training records in order to demonstrate competence for the role(s) undertaken.	Legitimate Interests To ensure that trustee or officer of the Charity remain competent.
Trustee Eligibility Declaration	If you are a trustee of the Charity, HERCA will hold a copy of your Charity Commission Trustee Eligibility Declaration.	Legal Obligation All trustees of a charity are required to complete the Charity Commissions Trustee Eligibility Declaration. Legitimate Interests To ensure compliance with the Charity Commission Framework.
Code of Conduct	If you are a trustee or officer of the Charity, HERCA will hold details of your agreement to abide by HERCA Code of Conduct.	Legitimate Interests To ensure consistent standards of behaviour.
Register of Interests	HERCA holds a Register of Interests for all Trustees to ensure that conflicts of interest can be transparently identified and managed appropriately.	Legal Obligation All trustees of a charity are required to complete a Register of Interests. Legitimate Interests To ensure compliance with the Charity Commission Framework and to ensure no conflicts of interest.
Chess Coaching	If you are an ECF-Registered Coach, who undertakes coaching on behalf of HERCA, then HERCA will hold details of your Coaching qualification and any training courses undertaken.	Legitimate Interests To ensure that chess coaches remain competent.
Chess Arbiting	If you are a qualified FIDE Arbiter, who undertakes arbiting on behalf of HERCA, then HERCA will hold details on your:- <ul style="list-style-type: none"> • Arbiting qualification and officiating history. • Accreditation start and end date. 	Legitimate Interests Qualified FIDE Arbiters are required to run certain chess events.
Safeguarding Information	If you are undertaking a safeguarding role on behalf on HERCA (including affiliated organisations) or an ECF-Registered Coach or qualified FIDE Arbiter, HERCA will hold details of your safeguarding information, in accordance with the HERCA Safeguarding Children Policy.	Legal Obligation To ensure that the charity complies with the legal framework to protect children. Contract HERCA uses the ECF Block Insurance Facility and is therefore required to comply with its terms and conditions, including adopting the ECF Safeguarding Children Policy. The ECF Safeguarding Children Policy and the HERCA Professional Indemnity Insurance specify the type of information which has to be retained along with the retention period. See HERCA Safeguarding Children Policy for further details. Legitimate Interests To ensure that the charity complies with the legal framework to protect children.
First Aid	If you are providing First Aid Cover for HERCA event(s), HERCA will hold details of your First Aid training records in order to demonstrate competence for the role.	Legal Obligation To ensure that the Charity complies with the legal responsibility for providing First Aid.

Junior HERCA Members under 13-years old and Individual's with reduced Capacity to Give Consent

This is the information that may be collected:-

Information	Why we collect it	Lawful bases for processing data
Name	To identify the person.	<p>Consent To allow HERCA to administer any membership you have with us and manage our relationship with you.</p> <p>Legal Obligation HERCA is a registered charity and the Charity Commission requires HERCA to keep a record of all its members. Note, consent for under 13-years old and individual's with reduced capacity to give consent is through their parents / guardians.</p> <p>Legitimate Interests To facilitate competitive chess matches and to differentiate between people with the same name. To contact parents / guardians in case of an emergency.</p>
Title / Gender*	To identify their title / gender (some competitions are gender specific or have gender competition prizes).	
Date of Birth	To identify the correct age group for the competitions and for calculation of ECF ratings (different formulas for adults and juniors). The formula for grading juniors is based on their age and allows for their expected improvement over the grading period.	
Membership Details	To identify HERCA members.	
Parent's / Guardian's name	To contact the child's parents / guardians if necessary.	
Address*	To identify the location of the competitors in order to inform their parents / guardians of local chess events via e-mail. To enable prizes (e.g. cheques) or chess certificates from HERCA-organised events to be posted to the child's parents / guardians.	
Parent's / Guardian's E-mail Address	To contact parents / guardians about current and future events. E-mail is the preferred method of contact. To contact parents / guardians in case of an emergency.	
Parents / Guardian's Telephone Number		
School	To identify which schools have chess clubs so that HERCA can promote affiliated organisations and local competitions / events. HERCA may hold of the following information on the school chess club:- <ul style="list-style-type: none"> Contact details for school chess club (Head of School and / or member of staff). Normal day and time for chess club. Approximate number of children attending the school chess club and school chess events. Name of HERCA member(s) and / or teachers providing chess coaching in the school, along with any documentation necessary to obtain clearance for working in the school. Any chess information that is publicly available (e.g. participates in school chess tournament or HERCA chess teams). 	
Special Chess Requirements	To identify any special chess requirements which HERCA needs to be aware of (limited mobility, blindness, deafness, etc).	
Affiliated Organisation	To administer subscriptions to HERCA. To identify which affiliated organisations the member belongs to. Members can only play for one affiliated organisation in any single HERCA competition.	
Chess Information	To identify attendance, enable match pairing, identify match results and awards, chess ratings, ECF and chess federation membership for HERCA-organised competitions and events.	
Feedback and Complaints	To record details of any feedback and complaints.	
Insurance Claims	To record any information associated with potential insurance claims. This would include details of any accidents or incidents whilst working for HERCA or participating in HERCA events.	

*Non-essential information, but may restrict members' involvement if not provided.

Non-HERCA Members

This is the information that may be collected for non-HERCA members:-

Information	Why we collect it	Lawful bases for processing data
Name	To identify the person.	Consent To inform members of the public about current and future events. Legal Obligation Note, consent for under 13-years old and individual's with reduced capacity to give consent is through their parents / guardians. Legitimate Interests To facilitate competitive chess matches and to differentiate between people with the same name. To answer any queries from the members of the public
Title / Gender*	To identify their title / gender (some competitions are gender specific, e.g. British Women Chess Championships).	
Address*	To enable prizes (e.g. cheques) or certificates from HERCA-organised events to be posted to the person.	
Post Code	To identify the location for the person in order to inform them of local chess events via e-mail.	
E-mail Address	To notify the person about current & future events. E-mail is the preferred method of contact.	
Telephone Number	To answer any queries from the members of the public	
Enquiry on behalf of Adult / Child	To enable HERCA to identify appropriate events	
Chess ability	To enable HERCA to identify appropriate events or venues for chess players.	
Areas of Interest	To inform you of aspects of chess you want to know more about, such as:- <ul style="list-style-type: none"> • Local Chess Clubs • Chess in Schools • Chess in Libraries • Playing Chess Online • Joining an Online Chess Club / Team • Local Chess events 	
Partner Organisation	To identify which organisation the individual represents. HERCA often works with other chess organisations (e.g. English Chess Federation, Four Nations Chess League, Chess in Schools and Communities), public organisations (e.g. council, schools, libraries, festivals) and sponsors in order to meet its stated objectives.	
School	To identify which schools have chess clubs so that HERCA can promote affiliated organisations and local competitions / events. HERCA may hold of the following information on the school chess club:- <ul style="list-style-type: none"> • Contact details for school chess club (Head of School and / or member of staff). • Normal day and time for chess club. • Approximate number of children attending the school chess club and school chess events. • Name of HERCA member(s) and / or teachers providing chess coaching in the school, along with any documentation necessary to obtain clearance for working in the school. • Any chess information that is publicly available (e.g. participates in school chess tournament or HERCA chess teams). 	Legitimate Interests In order to notify schools of local chess organisations and any school chess competitions or events. In order to provide assistance to the school chess club (e.g. HERCA chess coach), if requested.
Special Chess Requirements	To identify any special chess requirements which HERCA needs to be aware of (limited mobility, blindness, deafness, etc).	Legitimate Interests To make chess inclusive and enable suitable adjustments to be made (if reasonably practicable)
Chess Information	To identify attendance, enable match pairings, identify match results, chess rating, ECF and chess federation membership for HERCA-organised competitions and events.	Legitimate Interests To administer chess competitions and events.
Feedback and Complaints	To record details of any feedback and complaints.	Legitimate Interests To address any problems highlighted and improve the services provided.

*Non-essential information, but may restrict members' involvement if not provided.