

Privacy Policy – Welsh Karate Collective App, Dojo Pal

Last updated: 30th November 2025

The **Welsh Karate Collective App – Dojo Pal** ("we", "our", or "the App") is operated on behalf of the **Welsh Karate Collective Karate** ("the Association"). This Privacy Policy explains how we collect, use, store, and protect personal information belonging to members and students who use the App.

By creating an account or using the App, you confirm that you have read and understood this Privacy Policy.

1. Information We Collect

In order to manage Association memberships and student records, the App may collect and store the following personal information:

Account Holder Information

- First and last name
- Email address
- Club name
- Contact information (e.g., phone number, address, postcode)

Student Information

- First and last name
- Date of birth
- Address
- Phone number
- Club name
- Grading history (grade, date passed, examiner, grade ID)
- Medical or safeguarding notes **only if voluntarily provided**
- Photography / media consent status
- Membership agreement approval status

You may also add children or dependents under your account if you act as their parent or legal guardian.

2. How We Use Personal Information

Personal information collected through the App is used **exclusively for legitimate operational purposes of the Welsh Karate Collective Karate**, including:

- Maintaining and validating membership within the Association
- Recording grades and training progression
- Managing club allocation and attendance
- Producing licensing and insurance documentation
- Communicating membership-related information (e.g., licence renewals, grading updates, club notices)

We **do not** use collected data for marketing or commercial purposes.

3. Legal Basis for Processing

We process personal data under one or more of the following legal bases:

- **Consent** – you provide information voluntarily when you register and manage your details.
- **Legitimate interests** – to manage Association membership and grading records.
- **Contractual requirement** – to provide the services tied to Association membership.

Where optional information is requested, you may choose not to provide it without affecting your use of the App unless it is required for licensing compliance.

4. Data Sharing & Disclosure

We take data privacy extremely seriously.

- Personal information is **not shared with any external organisations, businesses, or individuals** outside of the Welsh Karate Collective.
- Data may be accessed by **authorised Association administrators and club instructors** only where required to fulfil membership duties (e.g., confirming a licence or recording a grading).

We do **not** sell, rent, or commercially distribute personal information.

5. Data Storage & Security

All information stored in the App is protected using industry-standard security practices, including:

- Secure user authentication
- Restricted access based on role
- Encrypted communication between device and database

Despite our efforts, no system can guarantee 100% security. If a data breach occurs, affected users will be notified promptly in accordance with applicable law.

6. Data Retention & Deletion

Members can view and update their personal information at any time within the App.

You may delete your account and/or a student profile from within the App. When deleted:

- All associated personal information is permanently removed from the database.
- Some non-identifiable statistical or grading metrics may be retained for historical Association reporting, but these cannot be linked back to an individual.

If your Association membership ends, your personal data will be deleted once no longer required for licensing or insurance recordkeeping.

7. Children & Parental Responsibility

Accounts may only be created by adults aged 18 or over. Parents or legal guardians are responsible for managing the information of children added under their account.

8. Your Rights

Under UK GDPR, you have the right to:

- Access the personal data we hold about you
- Request correction of inaccurate information
- Request deletion of your information
- Withdraw consent (where applicable)
- Request transfer of your data to another provider (data portability)

To exercise any of these rights, please contact us using the details below.

9. Contact Us

For any privacy-related questions or data requests, please contact:

Welsh Karate Collective Karate Association

Email: Alicehooper.wkc@gmail.com

10. Changes to This Policy

We may occasionally update this Privacy Policy. Any changes will be published within the App, and the “Last Updated” date will be revised accordingly. Continued use of the App after changes are published constitutes acceptance of the updated policy.