



**Cambourne Exiles RFC**

# **Member Registration Policy**

**Cambourne Exiles Rugby Football Club : [www.cambourneexiles.com](http://www.cambourneexiles.com)**  
(agreed at the 2016 AGM)

## **Purpose – To facilitate proper record keeping within the club**

The club is required to maintain proper records of all playing and non-playing members for the RFU Game Management System (GMS). To comply with this, each member will be required to register their details with the club **each season**.

- Members will complete a registration form, to include contact information and to sign a declaration to adhere to the RFU Core Values, to abide by club policies and to pay all fees associated with the level of membership and all other debts owed the club (e.g. tickets, club kit, etc).
- The captain will be responsible for collection of all registration information from Players and be responsible for passing this information onto the Hon. Secretary.
- Associate Member, Life Member registration information will be collected by the Hon. Secretary.
- No player shall represent Cambourne Exiles RFC without completing & returning the Registration Form. The only exception to this applies to players from an opposition clubs loaned for a particular match. It is the responsibility of the captain to ensure full compliance with this policy.

## **DATA PROTECTION ACT**

The information that is required in this document may be stored on a computer and, if so, it is subject to the Data Protection Act 1984. The Act requires that all the information is strictly confidential and may only be accessed by those with the legal right to see it. The information will not be given to anyone else without your written consent.

You have the right to examine the information that is stored on a computer at any reasonable time. You have a right to correct any information that you feel is wrong or misleading. Please contact the Club Secretary or Data Protection Officer if you wish to examine the information stored about you or your child